

PROCEEDINGS
OF THE
Teachers College Board

OF THE
STATE OF ILLINOIS

WILLIAM G. STRATTON
GOVERNOR



July 1, 1952 — June 30, 1953

[Printed by authority of the State of Illinois]

PROCEEDINGS
OF THE
Teachers College Board
OF THE
STATE OF ILLINOIS

WILLIAM G. STRATTON
GOVERNOR

July 1, 1952 — June 30, 1953

[Printed by authority of the State of Illinois]



TEACHERS COLLEGE BOARD *

Lewis M. Walker, Chairman
Royal A. Stipes, Jr., Vice-Chairman
Chas. G. Lanphier, Secretary

APPOINTED MEMBERS:

1953-1955

Mr. Walter Fredenhagen Naperville
Mr. Chauncey B. Watson, Sr., ... DeKalb
Mr. Alexander Summers Mattoon

1953-1957

Mr. Carl Dunbar Macomb
Mr. Clarence Ropp Normal
Dr. William C. Reavis Chicago

1953-1959

Mr. Lewis M. Walker Gilman
Mr. Royal A. Stipes, Jr. Champaign
Dr. Lester O. Schriver Peoria

EX-OFFICIO MEMBERS:

Dr. Vernon L. Nickell,
Superintendent of Public Instruction Springfield
Mr. Morton H. Hollingsworth, Director of Finance . Springfield
Dr. Richard G. Browne, Executive Officer
Room 9, Centennial Building
Springfield, Illinois

* The following persons were also members of the Board from
July 1, 1952 to January, 1953:

Mr. W. W. Wirtz (Chairman, 1951-53)
Mr. Jack Austin
Mr. Joseph F. Bohrer
Mrs. William R. Harris
Dr. Joseph Pois (Director of Finance, 1951-53)
Dr. Noble J. Puffer

PROCEEDINGS OF THE TEACHERS COLLEGE BOARD

Minutes of Meetings of Teachers College Board

DATE	WHERE HELD	Pages
July 21, 1952	Illinois State Normal University, Normal	3-13
Sept. 21-22, 1952	St. Nicholas Hotel, Springfield	13-23
Oct. 26-27, 1952	Western Illinois State College, Macomb	119-124
Nov. 7, 1952	St. Nicholas Hotel, Springfield	124-135
Jan. 18-19, 1953	St. Nicholas Hotel, Springfield	203-210
Feb. 22-23, 1953	Illinois State Normal University, Normal	210-219
March 16, 1953	St. Nicholas Hotel, Springfield	219-225
April 20, 1953	Eastern Illinois State College, Charleston	271-278
May 18, 1953	Northern Illinois State Teachers College, DeKalb	407-418

Presidents' Reports - Quarterly

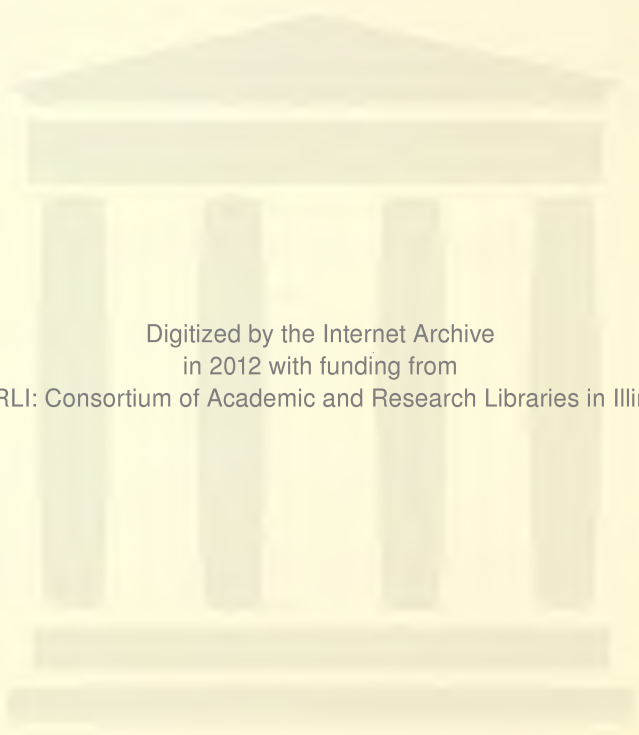
Submitted at the Teachers College Board Meetings

DATE	SCHOOL	Pages
Oct. 27, 1952	Eastern Illinois State College, Charleston	24-45
	Illinois State Normal University, Normal	45-76
	Western Illinois State College, Macomb	76-95
	Northern Illinois State Teachers College, DeKalb	95-119
Jan. 19, 1953	Eastern Illinois State College, Charleston	135-147
	Illinois State Normal University, Normal	148-167
	Western Illinois State College, Macomb	167-176
	Northern Illinois State Teachers College, DeKalb	177-202
April 20, 1953	Eastern Illinois State College, Charleston	225-230
	Illinois State Normal University, Normal	231-243
	Western Illinois State College, Macomb	243-253
	Northern Illinois State Teachers College, DeKalb	253-271

Presidents' Reports - Faculty Salaries for 1953-54

Submitted at the Teachers College Board Meeting

DATE	SCHOOL	Pages
May 18, 1953	Eastern Illinois State College, Charleston	279-301
	Illinois State Normal University, Normal	302-337
	Western Illinois State College, Macomb	338-367
	Northern Illinois State Teachers College, DeKalb	367-407



Digitized by the Internet Archive
in 2012 with funding from
CARLI: Consortium of Academic and Research Libraries in Illinois

MINUTES OF MEETING OF TEACHERS COLLEGE BOARD

Illinois State Normal University

Normal, Illinois

July 21, 1952

The regularly scheduled meeting of the Teachers College Board and the college Presidents convened at 9:00 A.M. (D.S.T.) in the Board Room of the Administration Building on the campus of Illinois State Normal University, Normal, Illinois. W. W. Wirtz, Chairman of the Board, presided.

Chairman Wirtz called the meeting to order, roll was called, and the following members voted present:

Mr. W. W. Wirtz, Chairman

Mr. Jack Austin

Mr. Joseph F. Bohrer

Mrs. William R. Harris

Dr. Vernon L. Nickell

Dr. Lester O. Schriver

Mr. R. A. Stipes, Jr.

Mr. Lewis M. Walker

The following members were absent:

Dr. Joseph Pois, Dr. Noble J. Puffer, Dr. William C. Reavis

Also present were the following:

Dr. Robert G. Buzzard, President

Mr. Raymond R. Gregg, Business Manager
Eastern Illinois State College

Dr. R. W. Fairchild, President

Mr. Preston M. Ensign, Business Manager
Illinois State Normal University

Dr. F. A. Beu, President
Western Illinois State College

Dr. L. A. Holmes, President
Mr. Emil A. Anderson, Business Manager
Northern Illinois State Teachers College

Dr. Richard G. Browne, Executive Officer
Teachers College Board
Springfield, Illinois

Mr. Chas. G. Lanphier, Secretary
Teachers College Board
Springfield, Illinois

The first matter of business before the Board was the approval of the minutes of the meeting of June 23, 1952.

TEACHERS COLLEGE BOARD

There being no corrections to the minutes of said meeting, Mr. Stipes moved that the minutes of the meeting of June 23, 1952, be approved as submitted. The motion was seconded by Mr. Schriver, and unanimously carried.

UNFINISHED BUSINESS

At the last meeting the Board adopted a policy relating to employee benefits under the University Civil Service System of Illinois.

The board was advised that an agreement had been reached between the Teachers College Board and the Illinois Council of State Employees, and that Mr. Howard Johnson of the University Civil Service office, and Mr. Per Lykke, Business Representative for the union, were waiting and would like to appear before the Board and explain the agreement.

Mr. Johnson and Mr. Lykke were invited into the meeting, and Mr. Johnson explained that following several meetings of the Business Managers, representatives of the University Civil Service System, and Mr. Lykke an agreement had been reached. Copy of said agreement was given each Board member and Mr. Johnson briefly reviewed the conditions and obligations as set forth in this agreement.

Mr. Lykke spoke to ARTICLE VII, HOLIDAYS and advised that he had protested to Section 1., but had agreed to it. Mr. Lykke also spoke to ARTICLE XI, HOURS OF WORK - OVERTIME, particularly about compensation of overtime.

Following this review and discussion Mr. Bohrer moved that this Board approve, subject only to the condition that Mr. Per Lykke will give written consent to each of our four institutions that present working schedules of individuals may be maintained upon the express consent of both the employer and such individual employees, the statement of conditions and obligations concerning employees represented by the Illinois Council of State Employees, for and in behalf of Locals 963, 1110, 981, and 417, of the American Federation of State, County and Municipal Employees as embodied in the statement presented today, and that such statement be filed with the minutes of this meeting, and further that the Executive Officer of this Board be authorized to notify the union representative of our action in that regard. The motion was seconded by Mr. Austin, and unanimously carried.

REPORTS OF OFFICERS OF THE BOARD

Dr. Browne presented his Report No. 11 as Executive Officer

PROCEEDINGS

and Educational Coordinator which was divided into four parts; namely, Part One - Practices of the Teachers College Board; Part Two - Out of State Travel, 1951-52; Part Three - Expenditures for Personal Services, 1951-52; Part Four - Plans for Laboratory Schools.

With regard to Part One of Dr. Browne's Report No. 11, on Page 2 and continuing through Page 11 are listed a number of established practices that the Board has adopted. Some of these practices have been revised in this report, and are recommended to now read as follows:

On Page 2, No. 3 - "Business Managers are not expected to attend Board meetings unless the President or the Board requests their presence. In general, they should be on call but not present at Board meetings."

Mr. Nickell moved the approval of Item No. 3 as here stated. The motion was seconded by Mr. Austin, and unanimously carried.

On Page 2, No. 4 - "Quarterly reports of Presidents are due at the Board meetings held during January, April, July, and October."

Mr. Bohrer moved the approval of Item No. 4 as here stated. The motion was seconded by Mr. Stipes, and unanimously carried.

On Page 3, No. 5a. - "Within each group the listing should be in order of salary from highest to lowest. The report should also show the highest academic degree held and the department assignment (department heads should be designated). There should be a statement indicating that the recommendations have been endorsed by a faculty committee (or council) and any recommendations not having this endorsement should be clearly designated."

Mr. Bohrer moved the approval of Item No. 5a, as here stated. The motion was seconded by Mr. Nickell, and unanimously carried.

On Page 3, No. 5b. - "These should be classified according to the payroll title used, with note showing the area or type of duty performed and the highest academic degree held, and listed in order of salary from highest to lowest. For those having academic rank, there should be a statement indicating consideration by a faculty committee (or council)."

Mr. Schriver moved the approval of Item No. 5b, as here

TEACHERS COLLEGE BOARD

stated. The motion was seconded by Mr. Nickell, and unanimously carried.

On Page 3, No. 5c. - "These should be grouped according to payroll classifications, should include the position number, and listed in each grouping in order of salary from highest to lowest."

Mr. Stipes moved the approval of Item No. 5c. as here stated. The motion was seconded by Mr. Bohrer, and unanimously carried.

On Page 3, No. 6. - "All recommendations for advancement into Block A of the salary schedule are to be made by all colleges at the same time. They shall follow the criteria approved by the Board on March 17 and May 19, 1952. The number of faculty members at any one college who can be advanced into Block A each year shall not exceed one-fourth of the number who would, by receiving the \$20.00 per month increase, exceed the top of Block B."

Mr. Bohrer moved the approval of Item No. 6. as here stated. The motion was seconded by Mr. Nickell, and unanimously carried.

On Page 4, No. 9. - "Recommendations for summer teaching for the 9-months faculty should be presented at the April meeting each year."

Mr. Bohrer moved the approval of Item No. 9. as here stated. The motion was seconded by Mr. Nickell, and unanimously carried.

On Page 9, No. 28f. - "Political affiliation, race or creed should not be considered."

Mr. Bohrer moved the approval of Item No. 28f. as here stated. The motion was seconded by Mr. Nickell, and unanimously carried.

Also included in Part One of Dr. Browne's Report No. 11 are a number of practices that now seem unsuitable, and it is recommended that these practices be changed or dropped.

On Page 11, Item A. has been changed to read: "Annual reports by Presidents shall no longer be mandatory."

Mr. Schriver moved the approval of Item A. as here stated. The motion was seconded by Mr. Bohrer, and unanimously carried.

On Page 11, Items B. and C. were held in abeyance pending further consideration.

PROCEEDINGS

On Page 11, Item D. was changed to read: "Travel expense of alumni groups shall not be paid from State funds."

Mr. Bohrer moved the approval of Item D. as here stated. The motion was seconded by Mr. Schriver, and unanimously carried.

Mr. Bohrer moved that Item E. on Page 11, which reads: "A fall conference of all faculties may be held if all colleges favor it", be repealed. The motion was seconded by Mr. Walker, and unanimously carried.

Mr. Schriver moved that Item F. which reads: "Any plans for broadcasting or publicity involving the expenditure of money must have Board approval", and Item G. which reads: "Colleges may advertise in Illinois Education", be dropped. The motion was seconded by Mrs. Harris, and unanimously carried.

With regard to Part Two of Dr. Browne's Report No. 11, no specific Board action was required inasmuch as information contained therein was merely to keep the Board current on the expenditure of travel funds at the colleges.

With regard to Part Three of Dr. Browne's Report No. 11, no specific Board action was required inasmuch as the data given was likewise merely for the Board's information.

With regard to Part Four of Dr. Browne's Report No. 11, the material presented in this section has been somewhat changed in view of the Building Committee meeting held on Sunday, July 20, 1952. It was recommended at the Building Committee meeting that the three schools contemplating proposed laboratory schools present material showing minimum needs they feel they must have. This material will be presented at a special Board meeting to be held Sunday afternoon, September 21, 1952, beginning at 4:00 P.M.

Dr. Browne brought up another matter pertaining to the method of paying summer school salaries and pointed out that at Northern, for many years, the salary increases took effect on July 1 while at the other colleges the increases for the nine months faculty did not take effect until September 1.

In view of this, Mr. Nickell moved that this Board set up as policy that changes, if any, in salaries shall be effective as of July 1 of each year; this policy to be effective July 1, 1953. The motion was seconded by Mr. Bohrer and unanimously carried.

Mr. Lanphier presented his report as Financial Coordinator

TEACHERS COLLEGE BOARD

by reporting on a very serious condition that exists, in his opinion, with regard to the bond issues at Normal and Northern, and he requested Board approval to approach Mr. Pois for permission to obtain the services of Mr. Aiken for the purpose of making a survey on these bond issues.

Following some discussion Mr. Stipes moved that Mr. Lanphier be authorized to ask Mr. Pois' permission to obtain the services of Mr. Aiken to make a survey of the bond issues at Normal and Northern, and after he has completed his survey and has a report, that a committee of three from this Board be appointed to go to Springfield and meet with Mr. Aiken, Dr. Browne, Mr. Lanphier, and the Business Managers, and further that the committee appointed present recommendations to the Board on the basis of Mr. Aiken's analysis. The motion was seconded by Mr. Schriver, and unanimously carried.

Mr. Lanphier next reported on the matter of boiler insurance. Following much discussion it was unanimously agreed that Mr. Lanphier should find out what the University of Illinois does in this matter and report to the Board at the next meeting.

The Attorney General has definitely determined that the "Lucinda Avenue Bridge" over the "Kishwaukee River" is the property and responsibility of the City of DeKalb, so therefore, it would not be legal for Northern Illinois State Teachers College to include in their proposed budget for 1953-55 a permanent improvement item for a new bridge.

Mr. Lanphier was instructed to find out what steps would be necessary to have included in the general budget, an item for this bridge. The final report will be made at the September meeting of the Board.

REPORTS OF PRESIDENTS

Dr. Buzzard presented his informal report on Eastern Illinois State College by requesting Board action on the following items:

1. Expenditures of \$4,922.39 from the funds for furnishing the residence halls, as follows:

Silverware	\$1,175.00
Cooking utensils	150.69
China	2,815.40
Towels	780.92
	\$4,922.39

PROCEEDINGS

2. Expenditure of \$146.08 to adjust contracts already made as follows:

Sidney Harrison	\$ 129.80
Koldaire	15.45
Browning	.83
	\$ 146.08

3. Purchase of ice-cube machine, complete with storage cabinet, crusher, etc. \$1,305.00
4. Permission to request transfer of \$10,614.38 from CONTINGENCY, Income Fund, Educational Operations, to Contractual Services, for fees of Associate Architects on Rehabilitation of Training School Building.
5. Adjustment (addition) of \$542.00 to cost of Kitchen Equipment, Residence Halls, from Bond Revenue, Equipment.
6. Use of appropriation balance of \$550.81 plus the balance of approximately \$400 in the \$1,000 allotment for the purchase of lamps for the purchase of various small items needed for completion of the residence halls.

Following some discussion Mr. Austin moved that the report be approved with the exception of Item 3, which was referred to the Advisory Committee with power to act. The motion was seconded by Mr. Nichell, the roll was called, and the vote was as follows:

Mr. Austin	Yea	Mr. Puffer	Absent
Mr. Bohrer	Yea	Dr. Reavis	Absent
Mrs. Harris	Yea	Mr. Schriver	Yea
Mr. Nickell	Yea	Mr. Stipes	Yea
Mr. Pois	Absent	Mr. Walker	Yea
	Mr. Wirtz	Yea	

The motion was unanimously carried.

Dr. Fairchild presented his informal report on Illinois State Normal University by requesting Board action on the following items:

1. Acceptance of Servco Equipment Company base bid modified by recommended alternates in the amount of \$17,299.78 and rejection of low bid because of inability to meet delivery schedule required.
2. Acceptance of low bid of William N. Dodson for painting 22 University owned houses and 11 garages in the amount of \$4,979.00, payable from Contractual Services, Auxiliary

TEACHERS COLLEGE BOARD

Enterprises, Income Fund.

3. Acceptance of low bid from Stappenbeck Book Bindery of Bloomington, for annual bookbinding. Budget allotted \$3,000 for this purpose for the coming year.
4. Recommend that the Advisory Committee be given authority to approve bids to be opened July 29 by the Division of Architecture and Engineering for Rewiring Woodworking Shop and New Service for Industrial Arts Building, and new stage flooring, decorating and painting, Capen Auditorium, Industrial Arts Building, and other bids which are a part of the rehabilitation and modernization program in the interim between this Board meeting and the September Board meeting.
5. Recommend that the Teachers College Board adopt a resolution and assume the obligation of relocating the water main that was discovered in connection with the vacation of Sudduth Road. The funds to be used for this purpose be earmarked from Contractual Service money in the next biennial appropriation.
6. Recommend that fifteen Civil Service persons, as listed, be approved to be included in Administrative classification as provided for in Policy statement adopted by the Board.

With regard to Item 5. in Dr. Fairchild's informal report, Mr. Bohrer moved that the Board authorize President Fairchild to advise the Normal Town Council that the Board will agree to earmark from Contractual Services appropriation to I.S.N.U. in the 1953-55 biennial appropriation a sufficient sum to pay the cost of moving the water main on Sudduth Road, between Main Street and University Street, in connection with the vacation of said road, in an amount to cover the actual cost of such removal up to a maximum sum of \$3,000.00. The motion was seconded by Mr. Schriver, the roll was called, and the vote was as follows:

Mr. Austin	Yea	Mr. Puffer	Absent
Mr. Bohrer	Yea	Dr. Reavis	Absent
Mrs. Harris	Yea	Mr. Schriver	Yea
Mr. Nickell	Yea	Mr. Stipes	Yea
Mr. Pois	Absent	Mr. Walker	Yea
	Mr. Wirtz	Yea	

The motion was unanimously carried.

Mr. Stipes then moved that Items 1, 2, 3, 4, and 6 in Dr. Fairchild's informal report be approved. The motion was seconded by Mr. Bohrer, the roll was called, and the vote was

PROCEEDINGS

as follows:

Mr. Austin	Yea	Mr. Puffer	Absent
Mr. Bohrer	Yea	Dr. Reavis	Absent
Mrs. Harris	Yea	Mr. Schriver	Yea
Mr. Nickell	Yea	Mr. Stipes	Yea
Mr. Pois	Absent	Mr. Walker	Yea
	Mr. Wirtz	Yea	

The motion was unanimously carried.

Dr. Beu presented his informal report on Western Illinois State College by requesting permission to expend from the Equipment Fund, Income Fund - Auxiliary Enterprises \$4,522.70 for the purchase of dormitory furniture from the Crown Institutional and Office Supply Company, low bidder for this equipment.

Dr. Beu advised that bids will be opened on July 29 for the rehabilitation of the college library, and requested that the Advisory Committee be authorized to accept bids which are recommended by the Division of Architecture and Engineering.

Mr. Nickell moved that we approve the requests here made by Dr. Beu for Western Illinois State College. The motion was seconded by Mr. Austin, the roll was called, and the vote was as follows:

Mr. Austin	Yea	Mr. Puffer	Absent
Mr. Bohrer	Yea	Dr. Reavis	Absent
Mrs. Harris	Yea	Mr. Schriver	Yea
Mr. Nickell	Yea	Mr. Stipes	Yea
Mr. Pois	Absent	Mr. Walker	Yea
	Mr. Wirtz	Yea	

The motion was unanimously carried.

Dr. Holmes presented his informal report on Northern Illinois State Teachers College by requesting Board action on the following items:

1. Inclusion of the name of Robert Rhoades, stationary engineer, at a 1951-1952 salary of \$3,924, and a 1952-1953 salary of \$4,140, in the June 23, 1952 board report - nonacademic staff employment for 1952-1953.
2. Permission for the Advisory Committee to accept the recommendation of the Division of Architecture and Engineering in connection with bids that will be opened on July 29 by the Division of Architecture and Engineering covering landscaping and site development in connection with the con-

TEACHERS COLLEGE BOARD

nection with the construction of the library.

- 2a. Permission for the Advisory Committee to accept the recommendation of the Division of Architecture and Engineering in connection with bids that will be opened for the completion of the Audio Visual Room and the equipment for the Radio Room in the Library.
3. Permission to increase the contract of Phil S. Fredericks by an amount of \$22,160 for the construction of a road in connection with the landscaping and site development around the Gilbert Residence Hall. Sufficient funds are available in the contingency portion of the bond issue.
4. Permission for the Advisory Committee to act upon bids that will be opened about the middle of August for the remodeling of the present library into classrooms and offices, remodeling the placement office, and adding toilet facilities to the health service rooms.
5. Acceptance of the low bid submitted by Algot Moline covering the painting of both the exterior and interior of the cafeteria; the low bid being in the amount of \$1,976.10. Funds are available in the Cafeteria-Tea Room Bond Revenue Fund - Operations and Maintenance Fund.
6. Acceptance of the low bid submitted by Virgil Cook & Son in the amount of \$1,956.90 for the furnishing and installation of electrical fixtures in the Auditorium of the Main Building. Funds are available in the appropriation made in Senate Bill 771 for Rehabilitation and Modernization of Existing Buildings.

Mr. Schriver moved the approval of the report submitted by Dr. Holmes for Northern Illinois State Teachers College. The motion was seconded by Mr. Nickell, the roll was called, and the vote was as follows:

Mr. Austin	Yea	Mr. Puffer	Absent
Mr. Bohrer	Yea	Dr. Reavis	Absent
Mrs. Harris	Yea	Mr. Schriver	Yea
Mr. Nickell	Yea	Mr. Stipes	Yea
Mr. Pois	Absent	Mr. Walker	Yea
	Mr. Wirtz	Yea	

The motion was unanimously carried.

COMMUNICATIONS

Mr. Nickell advised that he was in receipt of a letter from J. Elwood Popham with regard to salaries paid at the State Col-

PROCEEDINGS

leges for the past several years, and requested Board direction as to how he should reply to this letter.

After some discussion it was the unanimous opinion of the Board that Mr. Popham should be advised that the records at any of our four colleges are open to examination, and should he care to examine said records, he should contact the various Business Managers and make such arrangements as may be necessary.

MISCELLANEOUS

Chairman Wirtz refreshed the Board's memory that at the last meeting a committee had been appointed to examine samples of auditorium chairs and to act on the choice of the chair in connection with the bids that were taken for auditorium chairs for Normal and Northern, and was herewith reporting that the committee had acted as per instructions from the Board and accepted the bid of the American Seating Company.

Mr. Bohrer moved the approval of the action taken by said committee in accepting the bid of the American Seating Company for auditorium chairs for Normal and Northern. The motion was seconded by Mr. Nickell, and unanimously carried.

There being no further business before the Board Mr. Walker moved that the meeting be adjourned until the next scheduled special meeting on September 20, 1952, and the regular meeting on September 21, 1952, in Springfield, Illinois. The motion was seconded by Mr. Bohrer, and unanimously carried.

W. W. WIRTZ, Chairman

CHAS. G. LANPHIER, Secretary

MINUTES OF MEETING OF TEACHERS COLLEGE BOARD

St. Nicholas Hotel
Springfield, Illinois
September 21, 1952

A special meeting of the Teachers College Board and the college presidents convened at 4:00 P.M. (D.S.T.), in the St. Nicholas Hotel in Springfield, Illinois. W. W. Wirtz, Chairman of the Board, presided.

Chairman Wirtz called the meeting to order and the following members were present;

TEACHERS COLLEGE BOARD

Mr. W. W. Wirtz, Chairman

Mr. Jack Austin	Dr. William C. Reavis
Mr. Joseph F. Bohrer	Mr. Lester O. Schriver
Mr. Vernon L. Nickell	Mr. R. A. Stipes, Jr.
Mr. Noble J. Puffer	Mr. Lewis M. Walker

The following members were absent:

Mrs. William R. Harris	Mr. Joseph Pois
------------------------	-----------------

Also present were the following:

Dr. Robert G. Buzzard, President
Mr. Raymond R. Gregg, Business Manager
Eastern Illinois State College

Dr. R. W. Fairchild, President
Mr. Preston M. Ensign, Business Manager
Dr. J. W. Carrington, Director of
Laboratory School Experiences
Miss Ethel Stein, Assistant Professor
Illinois State Normal University

Dr. L. A. Holmes, President
Mr. Emil Anderson, Business Manager
Dr. Stuart Fink, Principal, McMurry Training School
Northern Illinois State Teachers College

Dr. Richard G. Browne, Executive Officer
Mr. Chas. G. Lanphier, Secretary
Teachers College Board, Springfield

Chairman Wirtz turned immediately to discussion of plans for the Laboratory or Training Schools.

Dr. Buzzard reported for Eastern that they were not satisfied with the most recent plans drawn by the architect and therefore no further action could be taken by the Board at this meeting.

Dr. Holmes asked Dr. Stuart Fink, Principal of McMurry Training School, to discuss the proposed plans for Northern. Dr. J. W. Carrington and Miss Ethel Stein, both of Illinois State Normal University, told of experiences and needs at ISNU that were comparable to those of Northern.

The meeting recessed at 6:00 P.M. for dinner and reconvened at 7:30.

After full discussion of the needs for the laboratory schools, Mr. Stipes moved that the Teachers College Board authorize the drawing of plans for laboratory schools at Eastern Illinois State

PROCEEDINGS

College, Northern Illinois State Teachers College, and Illinois State Normal University, to cost not more than the following:

\$2,000 per elementary pupil

\$2,500 per junior high school pupil

A flat sum of \$200,000 for a swimming pool and a flat sum of \$200,000 for a gymnasium for each of the three schools

An additional sum of \$110,000 for the school at Illinois State Normal University to provide special facilities for the pupils enrolled in the Special Education Building

The enrollments on which these figures are based are as follows:

Eastern: 200 elementary and 200 junior high school pupils

Northern: 400 elementary and 300 junior high school pupils

I.S.N.U.: 420 elementary and 220 junior high school pupils

This provides a maximum cost for the schools as follows:

Eastern: \$1,300,000

Northern: \$1,950,000

I.S.N.U.: \$1,900,000

The motion was seconded by Mr. Nickell, and roll call was as follows:

Mr. Austin	Absent	Mr. Puffer	Aye
Mr. Bohrer	Aye	Dr. Reavis	Aye
Mrs. Harris	Absent	Mr. Schriver	Aye
Mr. Nickell	Aye	Mr. Stipes	Aye
Mr. Pois	Absent	Mr. Walker	Aye
	Mr. Wirtz	Aye	

The motion was unanimously carried.

Mr. Nickell moved to adjourn until the next regularly scheduled meeting at 9:00 A.M., Monday, September 22, 1952. Mr. Bohrer seconded the motion and it was unanimously carried.

W. W. WIRTZ, Chairman

CHAS. G. LANPHIER, Secretary

MINUTES OF MEETING OF TEACHERS COLLEGE BOARD

St. Nicholas Hotel
Springfield, Illinois
September 22, 1952

The regularly scheduled meeting of the Teachers College Board and the college presidents convened at 9:00 A.M. (D.S.T.)

TEACHERS COLLEGE BOARD

in the St. Nicholas Hotel, Springfield, Illinois. W. W. Wirtz, Chairman, presided.

Chairman Wirtz called the meeting to order, roll was called, and the following members voted present:

Mr. W. W. Wirtz, Chairman	
Mr. Jack Austin	Mr. Noble J. Puffer
Mr. Joseph F. Bohrer	Dr. William C. Reavis
Mrs. William R. Harris	Mr. Lester O. Schriver
Mr. Vernon L. Nickell	Mr. Royal A. Stipes, Jr.
Mr. Joseph Pois	Mr. Lewis M. Walker

Also present were the following:

Dr. Robert G. Buzzard, President
Eastern Illinois State College

Dr. R. W. Fairchild, President
Illinois State Normal University

Dr. F. A. Beu, President
Western Illinois State College

Dr. L. A. Holmes, President
Northern Illinois State Teachers College

Dr. Richard G. Browne, Executive Officer
Mr. Chas. G. Lanphier, Secretary
Teachers College Board, Springfield

Dr. Randall Stout
Department of Finance, Springfield

The first matter of business before the Board was the approval of the minutes of the meeting of July 21, 1952. There being no corrections, Mr. Schriver moved that the minutes of the meeting of July 21, 1952, be approved as submitted. The motion was seconded by Mr. Walker, and unanimously carried.

Chairman Wirtz called attention to the fact that every Board member was present and then asked for approval of a change in the agenda in order that the informal reports of the presidents might be heard first. There being no objection, order of business was changed accordingly.

REPORTS OF PRESIDENTS

Dr. Buzzard presented his informal report on Eastern Illinois State College by requesting Board action on the following items:

1. Expenditures of \$2,633.55 from the funds for Contractual

PROCEEDINGS

Services, for the Service Building at the Football Field, as follows:

Extension of contract for rough plumbing	\$ 918.00
Labor and materials for Roy Reed, general contractor for the Service Building, to put in partitions.	<u>1,715.55</u> \$2,633.55

2. Expenditures of \$1,000 for repairs to acoustic tiling, Science Building. Repair work to be done by Hugh J. Baker & Co., Indianapolis, through the Decatur office
3. Acceptance of the low bid of \$2,877.00 by the Elgin Softener Co., for repair of the present water softener and installation of a new water softener in the Heating Plant

There was much discussion of whether the persons in charge of the residence halls should hold academic rank. Chairman Wirtz stated that it was his understanding that the colleges were working on this matter in cooperation with the University Civil Service System.

Mr. Austin moved that the report be approved and the motion was seconded by Mr. Walker. Roll Call was as follows:

Mr. Austin	Aye	Mr. Puffer	Aye
Mr. Bohrer	Aye	Dr. Reavis	Aye
Mrs. Harris	Aye	Mr. Schriver	Aye
Mr. Nickell	Aye	Mr. Stipes	Aye
Mr. Pois	Aye	Mr. Walker	Aye
	Mr. Wirtz	Aye	

The motion was unanimously carried.

Dr. Fairchild presented his informal report on Illinois State Normal University and requested formal Board approval of the following items:

1. Acceptance of the low bid of \$11,700 by the Home Electric Co., Bloomington, for Rewiring Woodworking Shop and New Service - Industrial Arts Building
2. Acceptance of the low bid of \$4,940.00, by the Green & Harrison, Inc., Chicago, for New Stage Flooring, Decorating and Painting - Capen Auditorium, Industrial Arts Building
3. Awarding of contract to Home Electric Co., Bloomington, in the amount of \$1,850.00, for wiring aisle lights in Capen Auditorium.

TEACHERS COLLEGE BOARD

Approval on these items had been given by the Advisory Committee.

4. Erection of bleachers for football field, by Chism & Miller Construction Co., \$5,400.00, to be paid out of Contractual Services.

This contract was awarded after receiving written approval of the majority of the Board, as outlined by a letter from Mr. Bohrer

Dr. Fairchild requested Board action on the following items:

1. Acceptance of the low bid of \$2,165.00 by Knight's Window Shoppe, Bloomington, Illinois, for Draperies - Capen Auditorium
2. Acceptance of the low bid of \$2,500.00, by Bloomington Rug & Carpet Co., Bloomington, Illinois, for Carpeting for Aisles - Capen Auditorium
3. Awarding of a contract in the amount of \$5,950.00, to Felmley-Dickerson Co., Bloomington, for Panic Hardware for Doors in Capen Auditorium
4. Acceptance of the low bid of \$4,680.00, by Berenz & Son Asphalt Co., Bloomington, Illinois, for surfacing of parking lots

There was much discussion of the report, particularly Items 2 and 3, and Dr. Fairchild asked that item 3 be omitted. Mr. Stipes asked that Dr. Fairchild write him, giving the dimensions of the parking lots to be resurfaced.

Mr. Stipes moved the approval of the report from Illinois State Normal University, with the exception of Item 2, Carpeting for Aisles, which is to be referred to the Advisory Committee with power to act after investigating other types of covering; and Item 3, Panic Hardware which Dr. Fairchild asked to have omitted. Mr. Bohrer seconded the motion and the roll call was as follows:

Mr. Austin	Aye	Mr. Puffer	Aye
Mr. Bohrer	Aye	Dr. Reavis	Aye
Mrs. Harris	Aye	Mr. Schriver	Aye
Mr. Nickell	Aye	Mr. Stipes	Aye
Mr. Pois	Aye	Mr. Walker	Aye
	Mr. Wirtz	Aye	

The motion was unanimously carried.

Mr. Bohrer asked for a show of hands as to whether the mem-

PROCEEDINGS

bers favored any floor covering on the aisles in Capen Auditorium. This was in favor of some type of covering.

Dr. Beu presented his informal report on Western Illinois State College by requesting approval of the following items:

1. Purchase of one 30" Troy Minute Man Extractor, for use in the laundry in Grote Hall, at a price of \$1,414.00, delivered and installed
2. Acceptance of the low bid of \$5,427.90, by the Miner Book Store Co., Macomb, for wooden shelving for the new library area; and acceptance of the low bid of \$2,077.00, by the Virginia Metal Products Corp., Orange, Virginia, for metal shelving for the new library area
3. Permission to rent 65 tillable acres from Mr. Ralph Graves, for the sum of \$1,800.00, for the purpose of raising feed for the dairy herd and pigs.

There was some discussion of the report, particularly the rental of the farm land. Mr. Nickell and Mr. Walker asked that Dr. Beu send them a financial report of the farm at the end of the year.

Mr. Puffer moved to approve Dr. Beu's informal report and the motion was seconded by Mrs. Harris. Roll call was as follows:

Mr. Austin	Aye	Mr. Puffer	Aye
Mr. Bohrer	Aye	Dr. Reavis	Aye
Mrs. Harris	Aye	Mr. Schriver	Aye
Mr. Nickell	Aye	Mr. Stipes	Aye
Mr. Pois	Aye	Mr. Walker	Aye
	Mr. Wirtz	Aye	

The motion was unanimously carried.

Dr. Holmes presented his informal report by requesting action on the following items:

1. Approval of an extension of contract in the amount of \$1,552.00, with Federal Constructors, for soundproofing in the control room of the library auditorium, as recommended by the Division of Architecture and Engineering
2. Acceptance of the low bid of \$930.00, by the DeKalb Farm Supply Co., DeKalb, for a new Ford Tractor, with an allowance of \$635.00 for Northern's present tractor, a Model 1946, Ford.
3. Payment of \$1,779.79 to Chance S. Hill Organization for

TEACHERS COLLEGE BOARD

plans and specifications for the site development and landscaping of the Library Area, as recommended by the Division of Architecture & Engineering

4. Approval of an extension of contract by Bell Decorating Service in the amount of \$3,157.00, for painting interior and exterior of the Administration Building in certain areas that were previously omitted at the request of the College, as recommended by the Division of Architecture and Engineering
5. Approval of a contract with the Tepper Electric Co., Campaign, for light bulbs during the year 1952-53
6. Acceptance of a bid from the Chicago Fence & Equipment Co., in the amount of \$1,703.90, for a Worthington Mower.

Mr. Stipes moved the approval of the report submitted by Dr. Holmes for Northern Illinois State Teachers College and the motion was seconded by Mr. Schriver. Roll call was as follows:

Mr. Austin	Aye	Mr. Puffer	Aye
Mr. Bohrer	Aye	Dr. Reavis	Aye
Mrs. Harris	Aye	Mr. Schriver	Aye
Mr. Nickell	Aye	Mr. Stipes	Aye
Mr. Pois	Aye	Mr. Walker	Aye
	Mr. Wirtz	Aye	

The motion was carried unanimously.

There was discussion of whether or not the Board should adopt any policy on requiring freshmen students to live in the college dormitories. No decision was reached but it was deferred for further study.

Mr. Stipes moved that at Northern, where there has to be a self-contained heating plant for the heating of the new elementary and junior high school building, the architect be instructed that oil or gas should be figured for heating. The motion was seconded by Mr. Nickell and roll call was as follows:

Mr. Austin	Aye	Mr. Pois	Aye
Mr. Bohrer	Aye	Dr. Reavis	Aye
Mrs. Harris	Aye	Mr. Schriver	Aye
Mr. Nickell	Aye	Mr. Stipes	Aye
Mr. Puffer	Aye	Mr. Walker	Aye
	Mr. Wirtz	Aye	

The motion was unanimously carried.

PROCEEDINGS

Dr. Holmes passed out pamphlets on Television, printed by the Wisconsin Citizens' Committee for Educational Television, Madison, Wisconsin, and there was some discussion of television in connection with the colleges. Mr. Wirtz expressed the thought that the question of television might be considered at the February meeting, which will be devoted to the long-range programs of the colleges.

It was noted that there would be funds left in some of the appropriations for drawing plans and specifications for the Laboratory schools, and Mr. Lanphier was asked to write a letter to Director Pois to discover if this money could be used to pay for the drawing of plans and specifications for landscaping around the laboratory schools.

REPORTS OF OFFICERS OF THE BOARD

Dr. Browne presented his Report No. 12 as Executive Officer and Educational Coordinator, which was divided into five parts; namely, Part One - Summer Sessions; Part Two - The Joint Council on Higher Education; Part Three - Faculty Salaries in Upper Levels; Part Four - Practices of the Teachers College Board; and Part Five - Miscellaneous.

Part One of the Report No. 12 did not require Board action and was presented merely for the Board's information. However there was considerable discussion of the number of small classes offered during the summer sessions.

Part Two of the Report No. 12 likewise was presented merely for the Board's information.

Part Three of the Report No. 12 brought much discussion from the members. Mr. Wirtz stated that he felt the Board had a dual relationship; one, to the people of the State who wished to have their tax monies used with caution, and the other to the educational needs of the State. He thought that perhaps the Board had been too conscious of the lack of funds and perhaps should push for a more adequate appropriation.

Mr. Bohrer moved that the Presidents be instructed in preparing their budgets to do two things: first, at Normal and Northern, to provide what is necessary to get all the faculty on the \$20 steps in the salary schedule; second, all four of the colleges to provide some budgeted funds to grant additional increases for a small number of the best people, without limiting the exact number. The motion was seconded by Mr. Stipes and unanimously carried.

With regard to Part Four of Dr. Browne's Report No. 12, Mr.

TEACHERS COLLEGE BOARD

Bohrer moved adoption of items of Board practices as set forth on Page 25. These are as follows:

"EMPLOYMENT OR RELEASE OF EMPLOYEES

"The Teachers College Board is the appointing authority. The By-Laws of the Board and the Board's Governing Policies set forth the principles which guide the Board in employing and releasing faculty members.

"During the interim between Board meetings, faculty members may be given employment, subject to later approval by the Board, provided the position has been specifically provided for in the approved Internal Budget. However, no faculty member who has acquired tenure according to the provisions of the Governing Policies shall have his employment terminated against his wishes except in accordance with Sec. VI, paragraph D, Page 12 of the Governing Policies of the Board. The involuntary release of faculty members who have not acquired tenure must have, if requested by the faculty member, the consideration of the faculty council or committee and their recommendations shall be reported to the Board.

"Non-academic employees whose positions are provided for in the approved internal budget may be employed by the President of the College under the provisions of the University Civil Service System. Such appointments should be reported to the Board in the next quarterly report."

Mr. Schriver seconded the motion and it was unanimously carried.

Part Five of Report No. 12 was presented for Board information.

In order that the Finance Committee might meet prior to the next Board meeting but after the presentation of the budgets by the four colleges, Mr. Schriver moved to hold the next Board meeting on October 27, 1952, at Western Illinois State College, Macomb, Illinois. The motion was seconded by Mr. Pois and unanimously carried.

Mr. Ensign read an agreement between the Bus Drivers Union and the University Civil Service System of Illinois. This was at the request of Mr. Hartz and Mr. Dickason of the University Civil Service System, who were unable to be present. This was a part of the July 21st agreement which had to be settled at a later date because there were certain conditions which did not

PROCEEDINGS

fit the bus drivers. The question was referred to the Central Office of the Board.

REPORTS OF COMMITTEES

Mr. Nickell presented the report of the Graduate and General Curriculum Committee. This included the following:

Additions to the Graduate Faculty at Northern Illinois State Teachers College: Mr. Paul V. Prior; Mr. John W. Eaton; Dr. John L. Rose; Miss Marguerite O'Brien; Dr. J. Frances Huey; Dr. D. Kenneth Wilson; Mr. James Meldrum

The Committee noted that Mr. Prior, Mr. Eaton, Miss O'Brien and Mr. Meldrum, do not hold earned doctor's degrees. Therefore, they were recommended to offer graduate work only for the academic year 1952-53.

In addition, Illinois State Normal University requested the offering of the following graduate courses in Extension:

Audio-Visual Program of the School 472 (3 semester hours)
at Decatur

Seminar in Curriculum Construction 412 (3 semester hours)
at Peru

It was recommended that these be approved.

Mr. Bohrer moved to accept the report of the Graduate and General Curriculum Committee. Mr. Austin seconded the motion and it was unanimously carried.

NEW BUSINESS

Mr. Nickell reported on the case of Mrs. A. Mae Wither-spoon, Galesburg, Illinois, who was asking that Western Illinois State College waive certain requirements, and grant her a bachelor's degree, in view of her long experience in teaching and many hardships she was encountering in fulfilling the requirements in the regular manner. The Board did not take any action on this matter because of the feeling that it would be unwise to waive these requirements.

Mr. Austin moved to adjourn until the next regularly scheduled meeting on October 27, 1952, at Western Illinois State College, Macomb, Illinois. Motion was seconded by Mr. Stipes and unanimously carried.

W. W. WIRTZ, Chairman
CHAS. G. LANPHIER, Secretary

TEACHERS COLLEGE BOARD

REPORT OF THE EASTERN ILLINOIS STATE COLLEGE For the Meeting in Macomb October 27, 1952

To the Chairman and Members of the Teachers College Board,

Ladies and Gentlemen:

The following report concerning the Eastern Illinois State College is presented for your consideration:

I. STUDENTS

A. Enrollment for Summer Term, 1952.

1. College

	<u>Men</u>	<u>Women</u>	<u>Total</u>	<u>Total One Year Ago</u>	
Graduate Veterans	44	2	46		
Graduate Non-Vets	19	36	55	76	Graduate
Undergraduate Vets	69	0	69		
Undergrad. Non-Vets	<u>104</u>	<u>320</u>	<u>424</u>	<u>592</u>	Undergraduate
Total	236	358	594	668	
Extension:					
Campus Classes (8 weeks)	1	16	17	10	
Campus Workshops (3 weeks)	-	16	16	28	
Off-Campus Workshops (3 weeks)					
Field Tour	3	22	25	22	Field Tour
Taylorville	4	25	29	32	Olney
Mt. Carmel	2	14	16	16	Robinson
Vandalia	4	17	21	36	Flora
				17	Georgetown
				<u>6</u>	Paris
Total Summer Enrollment	<u>250</u>	<u>468</u>	<u>718</u>	<u>835</u>	
Auditors			100	150	

2. Eastern State Elementary School

	<u>Boys</u>	<u>Girls</u>	<u>Total</u>	<u>Total One Year Ago</u>
	104	106	210	217

B. Scholarship Report

The following scholarships were recognized for the Summer Term of 1952 and proper requisition for student activity fees made on this basis.

PROCEEDINGS

	<u>Residence</u>	<u>Extension</u>
Teachers College Scholarships	73	3
Military Scholarships	<u>36</u>	<u>1</u>
	109	4

Total Scholarships - - - 113

C. Veteran Enrollment and Reimbursement for the Summer of 1951 and the academic year 1951-52 is as follows:

	<u>Law</u>	<u>Enrollment</u>	<u>Re-Imbursement</u>
Summer, 1951	#346	133	\$ 13,374.53
	# 16	4	330.30
Fall, 1951	#346	80	15,358.58
	# 16	3	597.68
Winter, 1951-52	#346	70	13,152.24
	# 16	3	568.68
Spring, 1952	#346	65	8,665.00 (approx.)
	# 16	2	335.00 (approx.)
Total		360	\$ 52,382.02

D. Per Capita Cost, 1951-52

The per capita cost for 1951-52 is tabulated as follows:

	<u>Educational Load</u>	
<u>Period</u>	<u>Enrollment</u>	<u>Credit Hours</u>
Summer Term, 1951	668	7,901
Residence extension	38	152
Georgetown workshop	17	68
Flora workshop	36	144
Olney workshop	32	128
Paris workshop	6	24
Robinson workshop	16	64
Field study	22	88
Fall Quarter, 1951	1,103	18,409
Extension first half-year	470	1,880
Winter Quarter, 1951-52	1,027	16,999
Spring Quarter, 1952	960	15,965
Extension, second half-year	<u>411</u>	<u>1,664</u>
	4,806	63,466

Dividing 63,466 by 48 equals 1,322.2, which is regarded as the equivalent student enrollment for nine months.

TEACHERS COLLEGE BOARD

Expenditures

	<u>General Revenue</u>	<u>Income Fund</u>
1. Personal Services	\$1,028,304.47	\$37,145.00
2. Contractual Services	41,051.52	- - - -
3. Office Expense	5,461.19	- - - -
4. Travel	15,533.37	3,576.11
5. Commodities	54,405.24	1,918.62
6. Equipment	38,594.59	- - - -
7. Printing	7,909.32	- - - -
8. Postage	<u>2,833.00</u>	<u>- - - -</u>
Total	\$ 1,194,092.70	\$42,639.73
GRAND TOTAL	\$ 1,246,732.43	

Total expense \$1,246,732.43 divided by 1,322.2, the weighted equivalent enrollment, equals \$942.92, the per capita cost for 1951-52.

Comparison of the weighted enrollment for calculating per capita cost and the per capita cost for the last five years are:

<u>Year</u>	<u>Weighted Enrollment</u>	<u>Per Capita Cost</u>
1951-52	1322.2	942.92
1950-51	1528.0	742.13
1949-50	1705.6	630.16
1948-49	1709.02	560.31
1947-48	1614.08	486.92

E. June Graduates

1. The following students completed the requirements for the degree of Bachelor of Science in Education, and were graduated as of May 30, 1952. (* Indicates veteran of World War II)

*Adams, Gretchen Amy Patchell Robinson
 Elementary Education: Social Science
 Akers, Marion James Charleston
 Geography, French: Spanish, German
 Allison, Richard Eugene Charleston
 Speech: English
 Arnold, Mary Katheryn Cole McLeansboro
 Business Education: Social Science
 Ashley, Dolores Ann. Paris
 Physical Education: Zoology, Health Education
 Baird, Nancy Ann. St. Elmo
 Elementary Education: Social Science

PROCEEDINGS

- Baker, Bonnie Jean Neoga
Business Education: Social Science
- Baker, Dorothy Jeanette Dillman Charleston
Business Education: Social Science
- Baker, Melba Yvonne Charleston
Home Economics: Art
- Balch, William Emmett, Jr. Beecher City
Physical Education: Social Science, Health Education
- *Baptist, Dwight Truman Charleston
Business Education: Mathematics
(Degree granted December 7, 1951)
- *Bennett, Marvin Wayne Charleston
Physical Education: Zoology, Health Education
- Biggs, Raymond Lloyd. Palestine
Geography, Social Science
- Bingham, Ruth Caroline. Carmi
English: Music
- Bower, Dora Louise Bushton
Home Economics: Chemistry
- Brackenbush, Earl Lee Bingham
Physics: Mathematics, Chemistry
- Brotherton, Patricia Lou. Gibson City
Speech: English
- *Brown, Olen Eugene Oakland
Physical Education: Social Science, Geography, Zoology,
Health Education
- Buckley, Neva Fay Charleston
Music
- Burton, Peggy Jane. Louisville
Home Economics: Art
- *Cain, Andrew James. Shelbyville
Social Science: Botany
- Carlson, Harry Lee Hidalgo
Zoology: Botany, Geography
- Carrell, Janice Lee Anderson Charleston
Business Education: Social Science
- Carrell, Raymond Wesley. Charleston
Industrial Arts: Geography
- Carter, Russell Eugene. Windsor
Speech: Art
- Clark, Natalie Williams Ashdown, Arkansas
Elementary Education: Social Science, Art
- Climer, Robert Dean Palestine
Music: German
- Cochran, Elizabeth Lou. Robinson
Home Economics: Art

TEACHERS COLLEGE BOARD

Coon, Mary Lou Carrico	Oakland
Elementary Education: Social Science	
*Cougill, Dennis Eugene	Charleston
Business Education: Social Science	
*Coulson, William Alfred	Oakland
Elementary Education: Social Science	
Cox, Bobby Keith	St. Elmo
Music: Art	
Cravener, Jacqueline	Chicago
Elementary Education: Music, Social Science	
Cross, Mona Lee	Mattoon
Physical Education: Business Education, Health Education	
*Dale, James Lowell	Olney
Botany, Zoology: Chemistry	
Davidson, Mary Virginia Marsters	Danville
Elementary Education: Social Science	
Davis, Maralyn Nancine	Beecher City
Home Economics: Chemistry	
Davis, Richard Allen	Casey
Physical Education: Social Science	
Downs, Doris Mae	Bement
Home Economics: Art	
Duensing, Donald Charles	Algonquin
Business Education: Art	
Edinger, Howard Ernest, Jr.	Charleston
Physical Education: Zoology, Health Education	
*Elliott, Joseph William	Danville
Social Science: Spanish	
Enselman, Bruce Aaron	Charleston
Mathematics: Social Science	
Fehrenbacher, Albert Weber	Newton
Business Education: Social Science	
Ferguson, Gerald William	Mattoon
Physical Education: Social Science	
Ferree, Daniel Cedric	Mattoon
Physics, Mathematics: Chemistry	
*Ferriell, Warren Leroy	Lawrenceville
Mathematics: Physics	
Flick, Robert Gene	Oblong
English: Speech	
Fraembs, Frank Alan	Henderson, Kentucky
Zoology: Botany, Chemistry	
Garrison, Hazel Rhea	Mattoon
Elementary Education: Social Science	

PROCEEDINGS

- *Gaston, Bennie Lee Charleston
 French: Spanish, English
- Gilpin, Paul Edwin Atwood
 Physical Education: Business Education
- Graham, Donald Thomas Gross Pointe, Michigan
 Physical Education: Industrial Arts, Zoology
- Grissom, Loren Vernon Greenup
 Speech, English
- Groves, Dorothy Lucille Clinton, Indiana
 Home Economics: Chemistry
- *Gwin, John Franklin Charleston
 Industrial Arts: Geography
- Hankins, Donna Sue Charleston
 Art: Physical Education
- Harlow, Jerry Floyd Martinsville
 Art: Social Science
- Harmon, Rebecca Eilene Kansas
 Elementary Education: Social Science
- *Haverstuh, Joseph Paschal Chicago
 English: Latin
- Hendricks, Jacquelyn Ann Mattoon
 Music: Physical Education
- Herman, Marjorie Ann Olney
 Business Education: Social Science
- Hesler, Nancy Ann Inyart Charleston
 Home Economics: Art
- Holterman, Frances Elizabeth Arcola
 Elementary Education: Social Science
- Horn, Charlotte Jean Effingham
 Elementary Education: Social Science
- *Horsley, John Thompson Atwood
 Business Education: Social Science
- Horton, Donna Louise Albion
 Latin: Spanish, Social Science, Library Science
- Hough, Maurice Melvin Noble
 English: Social Science, Journalism
- Hubbard, Violet Lucille Luallen Newman
 Elementary Education: Social Science, Speech
- Hunley, Analee Elberta Crossville
 Home Economics: Social Science
- Hunter, Rex F. Mundelein
 Art: Social Science
- Isert, Justin August Highland
 Zoology: Chemistry, Botany
- *Isom, William Marvin Scheller
 Industrial Arts: Geography

TEACHERS COLLEGE BOARD

Jenkins, Charles Robert	West Liberty
Chemistry: Physics, Mathematics	
Katsimpalis, Jeanette Morford	Windsor
Art: Business Education	
Katsimpalis, Tom Peter	Gary, Indiana
Physical Education: Business Education	
*Kehias, James George.	Pana
Social Science: Business Education, Geography	
*Kersey, Joe Albert.	Mattoon
Social Science: English	
Lading, Richard Clarence	Strasburg
Business Education: Social Science	
LaGessee, Ruby Florence	Bourbonnais
Home Economics: Business Education	
LaMaster, Dorothy Ann.	Sullivan
Physical Education: Zoology, Health Education	
*Lile, Forrest Harold.	Kankakee
Physical Education: Social Science, Zoology	
*Luthe, Roy Melvin	West Salem
Elementary Education: Social Science	
*Mazzone, Eugene Frank	Muskegon, Michigan
Speech: English, Social Science	
Menk, Gail Ellsworth	Edwardsville
Music	
Metter, Norma Louise	Charleston
Speech: English, Social Science	
*Miller, Harry Otto, Jr.	Charleston
Business Education: Social Science	
*Montgomery, Donald Ray.	Flat Rock
Industrial Arts: Social Science	
*Moody, William Bruce.	Oblong
Geography: Social Science	
*Morgan, Jack Clayton	Corpus Christi, Texas
Business Education: Social Science	
*Myers, Richard Earl.	Casey
Business Education: Social Science	
McCormick, Carolyn Jean	Greenup
Home Economics: Speech	
*McMillan, Lewis Dean.	Charleston
Mathematics: Physics	
*Nelms, Howard Franklin	Mattoon
Industrial Arts: Business Education	
Newlin, Marilyn Jean	Decatur
Elementary Education: Social Science	
Niemeyer, Sue Ellen.	Mattoon
Home Economics: Speech	

PROCEEDINGS

O'Day, Helen Josephine	Charleston
Elementary Education: Geography, Social Science	
Olsen, Mary Frances Hornbrook	Marshall
Business Education: Speech	
Onken, Marie Ida	Buckley
Home Economics: Art	
Parker, Richard Leroy	Mattoon
Business Education: Social Science	
Parker, Robert Theodore	Mattoon
Business Education: Social Science	
Patridge, Joseph Ramsey	Arcola
Physical Education: Art, Zoology	
Payan, Jack Louis	Markham
Speech: Social Science, Journalism	
*Phillips, Robert Leland	Noble
Industrial Arts: Art	
Piper, Mary Louise	Lawrenceville
English: Social Science	
Pixley, Loren William	West Salem
Mathematics: Social Science, Physics	
Pope, Rachel Anne	Nokomis
Elementary Education: Social Science	
Porter, Sarah Caroline	Louisville
English: Latin, Social Science	
Potter, Margery Olivia	Evanston
Spanish: French, German	
*Radloff, Glen Junior	Strasburg
Botany: Zoology	
Railsback, Janet Elaine	Clarendon Hills
Botany: Zoology	
*Rennels, Marion Garrison	Charleston
Geography: Physical Education	
*Roberts, Donald M.	Charleston
Industrial Arts: Social Science	
Rogers, Donald Edward	Hillsboro
Physical Education: Zoology, Social Science	
Rosebraugh, Wilma Emma	Charleston
Home Economics: Art	
Scheithe, Dewey Manyla Mc Evoy	Hume
Elementary Education: Social Science	
*Scherer, Robert Howell	Mattoon
Botany: Zoology	
Schmalhausen, Norma Lee	Robinson
Home Economics: Chemistry	
Schmittler, Doris Fairolee	Albion
Business Education: Social Science	

TEACHERS COLLEGE BOARD

Schniepp, Marilyn June Betty	Mattoon
Social Science: Spanish	
Schwartz, Dorothy May	Decatur
Elementary Education: Social Science	
Seybert, Betty Jean	Hillsboro
Elementary Education: Social Science	
Sharpe, Nancy Jean	Pana
Speech: English	
Shay, Patricia Ann	Arthur
Elementary Education: Social Science	
Sheffield, Howard Emmett	Hoopeston
Business Education: Social Science	
Siegel, Howard Arthur	Skokie
Social Science: Geography	
Slover, Vera May	Sullivan
Elementary Education: Social Science	
Soergel, Edwin	Glenview
Social Science: Physical Education, Geography	
Stephens, Barbara Jeannine	Mattoon
Home Economics: Art	
Stevens, Harold Lee	Tower Hill
Chemistry: Mathematics	
Stretch, Dale Dean	Shelbyville
Industrial Arts: Physics	
Stump, Robert Alan	Findlay
Speech: English, Social Science	
Swango, Lynn Clyde	Charleston
Chemistry: Mathematics, Physics, Social Science	
Sweeney, Carolyn Jo	Cisne
Music: Speech	
Tate, Margaret Ann	Fairfield
English: Social Science, Spanish	
Tolly, Annette Hollingsworth	Charleston
Music	
Tucker, William Joseph	Lawrenceville
Speech: English, Journalism	
*Utterback, Lester Wendell	Bridgeport
Industrial Arts: Mathematics	
*Van Blaricum, Glenn Franklin	Newton
Elementary Education: Social Science	
Williams, Billy Del	Louisville
Business Education: Social Science	
Williams, Mary Mae	Mason
Home Economics: Art	
Wills, Herbert	Downers Grove
Mathematics: Chemistry, Physical Education, Speech	

PROCEEDINGS

Wilson, David Henry	Lexington
Physical Education: Industrial Arts, Zoology	
Winkler, Dorris A.	Indianola
Mathematics: Physical Education, Physics, Geography	
Worland, Elizabeth Kathleen.	Neoga
English: Music	
Yost, Wilma Jean.	Newton
Music: Speech	

Men: 80 Women: 66 Total: 146

2. The following students completed the requirements for the two-year Junior College Diploma, and were graduated as of May 30, 1952.

Ashley, Wilford Maurice	Casey
Siverly, Paul Lloyd.	Marshall

Men: 2 Total: 2

F. August Graduates

1. The following students completed requirements for the degree of Bachelor of Science in Education, and are recommended for graduation as of August 1, 1952. (* Indicates veteran of World War II.)

*Allen, Robert Wayne	Stonington
Industrial Arts: Geography	
Bingham, Nettie Maud Dunham	Vandalia
Elementary Education: Geography, Social Science	
Brown, Melvin Laverne	Oakland
Zoology; Botany, Physical Education	
*Carlton, Arthur	Olivet
Elementary Education: Social Science, Geography	
Carriker, Harriet Eva.	Raymond
Physical Education: Zoology, Health Education	
Carson, Wilmoth Mable	Cisne
Elementary Education: Social Science, English	
Christman, Barbara Regina	Westervelt
Home Economics: Chemistry	
Coleman, Eleanor McFarlen.	Sumner
Mathematics: Social Science	
Coleman, Shirley Jean.	Mattoon
Home Economics: Art	
Conrad, Irma Lou.	Robinson
Physical Education: Zoology, Health Education	
Cougill, Reva Fern Goodwin.	Charleston
Elementary Education: Social Science	
*Crites, Joy Luster	Hindsboro
Elementary Education: Social Science	

TEACHERS COLLEGE BOARD

- *Cummings, Harold Preston Chicago
 Zoology: Physical Education, Botany, Business Education
- Davies, Earlena May. Tuscola
 Speech: Social Science, English
- *Davis, Jerry Gordon. Noblesville, Indiana
 Mathematics: Physics
- Dunivan, Hazel Marie Higgins. Charleston
 Elementary Education: Social Science, Art
- Flanery, Mary Louise. Kansas
 Elementary Education: Social Science
- Frost, Jack Dwain Louisville
 Physical Education: Social Science
- Gard, Mary Beth Cobble Mattoon
 Home Economics: Chemistry
- Garner, Almeta Greathouse Mt. Carmel
 Home Economics: Business Education
- *Garrett, William Mill Shoals
 English: German
- Gillis, Iris Mae Johnson Danville
 Art: Social Science
- Gordon, Elizabeth R. Charleston
 Elementary Education: Social Science
- Greiwe, Anna Josiephiene Pana
 Elementary Education: Social Science
- *Hash, Fred Tillman Mattoon
 Elementary Education: Social Science
- Heckel, Russel Heid Mattoon
 Social Science: Geography
- Henderson, Donald Wayne Diona
 Physical Education: Social Science, Zoology
- Henn, Mary Lee. Redmon
 Home Economics: Art
- Herman, Florence Louise Meyer. Mattoon
 Elementary Education: Social Science
- Hunt, Beverly Jean. Danville
 Elementary Education: Social Science
- Hunt, John Edward Danville
 Industrial Arts: Botany
- *Ikemire, Jean Farris. Louisville
 Elementary Education: Social Science, Physical Education
- *Johnson, James Ernest. Brazil, Indiana
 Physical Education: Social Science, Zoology
- Kinkade, Howard Stanley West Salem
 Elementary Education: Social Science
- Lindsey, Dorothy Louise Assumption
 Elementary Education: Social Science

PROCEEDINGS

Martin, Clara Mabel	Sullivan
Elementary Education: Social Science	
*Mazzara, Anthony	Marion
Music	
*Mieure, Lee Otis	Lawrenceville
Industrial Arts: Mathematics	
Montonye, Velma Lillian R.	Sullivan
Elementary Education: Social Science	
*McCoy, Charles Gale	Decatur
Industrial Arts: Social Science	
*McCoy, Harold Ralph	Yale
Elementary Education: Social Science	
Naab, Opal Lorena Bostic	Mattoon
Elementary Education: Social Science, Geography	
Odell, Faye Earlene	Oblong
Elementary Education: English, Social Science	
Price, John Charles	Effingham
Social Science: English	
Roberts, Olin Charles	Robinson
Elementary Education: Social Science	
*Rose, Donald Everett	Mattoon
Industrial Arts: Botany	
Roseberry, Robert Fred	Danville
Business Education: Social Science	
Schahrer, Velma Cooper	Decatur
Elementary Education: Social Science	
Shoulders, Jesse Eugene	Bridgeport
Social Science: Mathematics	
*Snyder, Raymond Whitney	Flora
Social Science: Physical Education	
Strange, Melba Ann	Charleston
Zoology: Botany, Physical Education, Health Education	
*Survance, John Norman	Moweaqua
Elementary Education: Social Science	
Tankersley, Carl Haldon	Assumption
Elementary Education: Social Science	
Temple, Glen Wendel	Charleston
Physical Education: Zoology, Health Education	
Turner, Charois Jewell	Charleston
Elementary Education: Social Science	
Uhl, Inis Naomi	Olney
Elementary Education: Social Science	
*Wagoner, Lawrence Edmond	Flat Rock
Social Science: Geography	
*Weppler, Robert Lincoln	Buckley
Industrial Arts: Physical Education	

TEACHERS COLLEGE BOARD

Wilson, Mary Lee.	Butler
Elementary Education: Social Science	
Wilson, Victor Loren	Greenup
Music	
Wingler, Peggy Virginia Fellis	Hillsboro
English: Latin	
Woodruff, Rosemary Dee Stain	Sullivan
Physical Education: Business Education, Speech	
Wright, Margaret Ann	Kokomo, Indiana
English: Music	
Zimmerman, Marilyn Lora	Sorento
Home Economics: Art	

Men: 31 Women: 33 Total: 64

2. The following students completed requirements for the degree of Master of Science in Education, and are recommended for graduation as of August 1, 1952.
(* Indicates veteran of World War II.)

- *Baptist, Dwight Truman. Charleston
B.S. in Education, Eastern, 1951
Business Education
- *Luallen, Frederick Donald. Decatur
B.S. in Education, Eastern, 1951
Business Education

II. FACULTY

A. New Faculty

1. Earl Phipps Bloom, AB 1943; AM University of Minnesota 1948; graduate study University of Illinois, 1948-52, as Substitute Assistant Professor of Speech for E. Glendon Gabbard on sabbatical leave, at a salary of \$4590 for nine months.
2. Albert W. Brown, A.B., 1949, and D.S.S. from Syracuse University, as a replacement for Miss Lena B. Ellington as Assistant Professor and Supervisory Teacher of Social Studies in Eastern State High School, at a salary of \$4590 for nine months.
3. Ernest Herbert Campbell, replacing Raymond P. Harris as Associate Professor of Education and Principal of Eastern State High School, diploma, Kidder Junior College; B.S. 1948, Northwestern Missouri State College; M.Ed., 1947, and Ed.D., 1951, University of Missouri, at a salary of \$5400 for nine months.

PROCEEDINGS

4. William Joseph Crane, replacing Dr. Louis G. Schmidt, resigned as Assistant Professor of Education and Director of Student Activities, B.A., University of Wisconsin, 1942; M.A., University of Colorado, 1950; Ph.D., Yale University, 1952, at a salary of \$4590 for nine months.
5. Juana DeLaban, replacing Mary K. Babcock, resigned, as Assistant Professor in Women's Physical Education, M.F.A., 1943, Ph.D., 1947, Yale University, at a salary of \$4590 for nine months.
6. Doris Mae Downs, B.S. in Ed., Eastern Illinois State College, 1952; replacing Victoria Brust, not re-employed, as Faculty Assistant and Dietician at Pemberton Hall, at a salary of \$3150 for nine months plus maintenance.
7. William Frank Eagan, replacing Robert C. Ryle, deceased, as Instructor and Supervisory Teacher of Social Studies in the Eastern State High School, A.B. Elmhurst College, 1942; M.Ed. Loyola University, 1949; at a salary of \$4320 for nine months.
8. Maryann Ehrhardt, A.B., Western College for Women, 1948; M.S., Indiana University, 1950; graduate study Indiana University, 1950-52; replacing Katheryn Sneesby, resigned as Instructor and Director of Pemberton Hall, at a salary of \$3150 for nine months plus maintenance.
9. Marie G. Fowler, replacing Mrs. Margaret Priest Barrick, resigned, as Instructor in Home Economics in Eastern State High School, B.S., West Texas State College, 1927; M.S., Iowa State, 1935; at a salary of \$4140 for nine months.
10. Wallace K. Hollander, B.S., Southeast Missouri State College, 1947; M.Ed., University of Missouri, 1952; as Substitute Instructor and Fifth Grade Supervisory Teacher for Florence Reid, on leave, at a salary of \$4140 for nine months.
11. Donald A. Kluge, B.S., Carroll College, 1947; A.M., Northwestern University, 1952; as Instructor and Social Director of Douglas Hall (new men's dormitory), at a salary of \$3150 for nine months plus maintenance.
12. June Marie Krutza, A.B., Manchester College, 1945; A.M., 1951; M.F.A., Indiana University, 1952, as Substitute Instructor in Art for Calvin Countryman on sabbatical leave, at a salary of \$3780 for nine months.
13. John W. Masley, replacing Charles P. Lantz, retired, as Professor and Head of the Department of Physical Educa-

TEACHERS COLLEGE BOARD

- tion for Men, B.S. in Ed., Northern Illinois State Teachers College, 1946; A.M., University of California, 1947; Ed.D., Pennsylvania State College, 1950; at a salary of \$5670 for nine months.
14. John Nanovsky, B.S., Miami, 1938; M.Ed., Pittsburgh, 1941; D.P.E. Indiana, 1952, as Substitute Assistant Professor for Rex Darling, for the Fall Quarter only, at a salary of \$510 per month.
 15. John O. Nelson, replacing Charles L. Maxwell, M.D., resigned, as Associate Professor of Health Education and College Physician, B.S. 1947, M.D., 1949, University of Illinois, at a salary of \$7,200 for twelve months.
 16. Vanlou Patton, A.B., Ohio Wesleyan University, 1946; M.S., Indiana University, 1948; graduate study, Indiana University, 1948-52, as Social Director of Lincoln Hall (new women's dormitory) at a salary of \$3150 for nine months plus maintenance.
 17. Carol E. Peterson, B.S., Toledo University, 1934; B.S., Iowa State College, 1952; as Faculty Assistant and Director of Food Service for Lincoln and Douglas Halls, a new position, at a salary of \$375 per month plus board.
 18. Aldrich John Stevens, replacing Edith Levake, retired, as Instructor and Eighth Grade Supervisory Teacher, B.S. in Ed., Northern Illinois State Teachers College, 1949; A.M., Teachers College, Columbia University, 1952; at a salary of \$4140 for nine months.
 19. Maurice H. Stump, A.B., 1949, A.M., 1950, Colorado State College of Education, replacing Mrs. Leah Stevens Castle, retired, as Instructor and Seventh Grade Supervisory Teacher, at a salary of \$4140 for nine months.
 20. Virginia Tate, B.S. in Ed., 1942; M.Ed., University of Missouri, 1951; replacing Josephine Logan, not reemployed, as Instructor and First Grade Supervisory Teacher, at a salary of \$4140 for nine months.
 21. Lynn E. Trank, B.F.A., University of Nebraska, 1942; B.F.A., Washington University, 1948; M.A., State University of Iowa, 1950; graduate study at the University of Michoacan at Morelia, Mexico, the past year; replacing Mrs. Doris Lemke Barclay, resigned, as Instructor in Arts and Crafts, at a salary of \$4050 for nine months.
 22. Eugene C. Wallin, A.B., Beloit College, 1949; A.M., State University of Iowa, 1951; as Substitute Instructor in Art for

PROCEEDINGS

Carl E. Shull on sabbatical leave, at a salary of \$3960 for nine months.

23. Elizabeth Wilson, B.S., Northeast Missouri State Teachers College, 1941; M.S., Virginia Polytechnic Institute, 1951; as Instructor and Director of Home Management House, South, at a salary of \$3960 for nine months.

B. Leave of Absence

Florence E. Reid, Assistant Professor and Fifth Grade Supervisory Teacher, leave of absence from September 1, 1952, to August 31, 1953, unless opportunity permits return to duty during Summer School of 1953. This leave is without salary and Miss Reid will teach education in a college in Iowa.

C. Death of Faculty Member

Robert C. Ryle, Assistant Professor and Supervisory Teacher of Social Science in the Eastern State High School, died unexpectedly on September 24, 1952, as a victim of the polio epidemic in Charleston. Mr. Ryle was completing his fourth year of service at Eastern and had proven himself to be a superior instructor and a delightful person as a faculty member. He leaves his wife and infant son.

D. Return to Duty

Carolyn Gilbert Ryle, Health Co-ordinator and Instructor in Health Education, resigned at the end of the Fall Quarter, December 7, 1951, because of maternity reasons. This position was not filled; the campus work was absorbed by other instructors but the field work which Mrs. Ryle had been doing was not continued. Circumstances are such that the college is requesting the return of Mrs. Ryle to duty at her former salary of \$440 per month on the basis of \$3960 for nine months, beginning November 1, 1952.

E. Addition to Substitute Instructor List for 1952-53

The following person should be added to the list of substitute instructors shown in the Board Report of May 19, 1952:

Mrs. Alice Elizabeth Tolle, A.B.

F. Promotion in Rank

William A. Healey, D.P.E., to the rank of Associate Professor, effective September 1, 1952, because of completion of the work for the doctorate during the summer of 1952 at a salary of \$5220 for nine months.

TEACHERS COLLEGE BOARD

G. Supervisory Teachers, Fall Quarter, 1952.

The following persons are presented as affiliated teachers for off-campus teaching during the Fall Quarter, 1952, and will appear on the payroll as faculty assistants.

<u>Name of Teacher</u>	<u>School</u>	<u>No. of Assign.</u>	<u>Amount</u>
Jean Main	Casey	6	\$144
Eloise Buffenmeyer	Charleston	1	24
Elmer J. Jamnik	Charleston	2	48
Dawn M. Neil	Charleston	4	96
Paul Swofford	Charleston	5	120
Jack Whitson	Charleston	1	24
Samuel Kohr	Decatur	2	48
Elmer Nickel	Decatur	1	24
Ida Shapiro	Decatur	1	24
Elise Buchanan	Lawrenceville	3	72
Maude Moore	Lawrenceville	3	72
Eleanor Franklin	Mattoon	2	48
Betty Knapp	Mattoon	1	24
Jane Lahey	Mattoon	2	48
Carolyn Rockabrand	Mattoon	2	48
Luella Simmons	Mattoon	1	24
William Swearingen	Mattoon	1	24
Grace Whitesel	Mattoon	3	72
Mary Zimmerman	Mattoon	1	24
Alice Crouch	Shelbyville	3	72
Bertha Mathias	Shelbyville	3	72
Gwendolyn Hammer	Windsor	3	72
Total		51	\$1224

III. CLASSIFIED EMPLOYEES

A. New Employees

The following classified employees are listed by name, duty, position number, salary, and date of reporting for duty.

1. Patricia F. Barche, Clerk Typist I, \$155, October 2, 1952.
2. Bonnie L. Birch, Maid - E-CS-79, \$150 including maintenance, September 6, 1952.
3. Maude Elder, Housekeeper - E-CS-77, \$175 including maintenance, September 6, 1952.
4. Roy Goble, Janitor - E-CS-85, \$200, September 1, 1952.

PROCEEDINGS

5. Letha O. Johnson, Kitchen Helper - E-CS-75, \$150 including maintenance, September 8, 1952.
6. Doris Kirchberg, Clerk Typist I, \$155, September 22, 1952.
7. E. A. McElravy, Temporary Carpenter, \$2.075 per hour, prevailing rate, September 15, 1952.
8. Hazel A. McManigell, Maid - E-CS-81, \$150 including maintenance, September 6, 1952.
9. Dale R. McMillan, Temporary Laborer, \$1.50 per hour, prevailing rate, September 15, 1952.
10. Earl R. Mullen, Janitor - E-CS-24, \$200, September 1, 1952.
11. Frances Elizabeth Myers, Maid - E-CS-78, \$150 including maintenance, September 6, 1952.
12. Owen E. Stanfield, Groundsman, \$200, October 7, 1952.
13. Norma M. Stites, Kitchen Helper - E-CS-76, \$150 including maintenance, September 8, 1952.
14. Margaret L. Stump, Clerk Stenographer I, \$160, October 1, 1952.
15. Leota K. Wilson, Maid - E-CS-80, \$150 including maintenance, September 6, 1952.
16. Ruth E. Wuersch, Janitress - E-CS-27, \$160, September 6, 1952.

B. Changes in Status

1. Bernice W. Austin, Clerk Typist I - E-CS-72, \$155. (Replacement. To take position formerly held by Mrs. Carrell on leave. The position classification is changed to Clerk Typist I from Clerk Stenographer I.)
2. Winifred F. Jenkins, Stationary Fireman Apprentice - E-CS-74, \$275. (New position approved by the Teachers College Board at June 23, 1952, meeting. Transferred from position as janitor.)
3. June A. Lacey, Clerk Typist I - E-CS-86, \$190. (Return from leave. Mrs. Lacey has returned to us after a year's leave of absence. She had previously worked for three years in the Business Office and was given a salary on her return comparable to her salary at the time she left us.)

TEACHERS COLLEGE BOARD

4. Herman T. Reed, transferred from Groundsman to Janitor, September 1, 1952, to fill position vacated by Frank Gwin, retired.
5. Norma Winkleblack, shift of duty from Clerk Stenographer I in Office of the Dean of Men to Secretary to the President, effective September 1, 1952, at a salary of \$300 per month.

IV. ORGANIZATION: No Report.

V. CURRICULUM

Since the two-year Normal School Curriculum (elementary education) was dropped by the teacher-training institutions as of July 1, 1943, permission to offer a two-year General College program has been granted. This program has served Eastern students in the following plans:

- (a) A terminal program from which graduation with a diploma resulted, this completing a recognized area of higher education. The present ten dollar graduation fee has lessened interest in taking the diploma.
- (b) A period of study in which the student found the field of particular liking or in which ability to succeed was likely. This discovery led to planning either a teacher-training at Eastern or a shift to another college. In either case this present curriculum was functioning.
- (c) A pre-professional curriculum of two years for engineering, medicine, law, agriculture, dentistry, etc., used by the majority of enrollees, and involving transfer at the end of two years to another institution.

During 1946-47 the Curriculum of the Board, Messrs. Guin and Nickell and Miss McIntire, gave consideration to materials submitted by Western and Eastern bearing upon the General College Curriculum and its relation to teacher-training. The Board Reports of Western on January 20, 1946, pp. 26-36 as printed, for Eastern on April 14, 1947, pp. 93-94, and of Western for the same date, pp. 110-112, make record of this study. The Curriculum Committee gave tentative approval for an eight year trial of this curriculum, but consideration by the Board was dropped when Dr. Nickell notified the group that the "power and duties" of the Board, as interpreted by the Attorney General, gave only the right to confer professional degrees for completed curricula.

PROCEEDINGS

Since the Board has legally been granted power to confer such degrees as are given by similar institutions, and since the problem of educating the Korean veteran and others seeking general education is at hand, Eastern requests permission to place the General College curriculum before the present Curriculum Committee with a request for consideration at an early meeting.

VI. BUILDINGS and GROUNDS

- A. Landscaping around the new residence halls is rapidly approaching completion.
- B. The problem of earth disposal from the landscaping just mentioned was met by dumping excess earth east of Veterans' Apartments where a swale existed. This raw dump needs leveling so seeding can be done in the spring. Bids have been received from Huckaba and Sons, Charleston, and from Walker Construction Company, Mattoon, with \$1700 and \$1600, bid respectively, and with no reply from the Coslett Company of Greenup. Permission is requested to expend not to exceed \$1600 from Contractual Services for levelling by the Walker Construction Company.
- C. The Service Building near the football field has added much to campus facilities.
- D. The Division of Architecture and Engineering approves an addition of a total of \$973.23 for extras connected with the residence halls, as follows:
 1. Addition of Glynn-Johnson rubber bumpers on silencers on interior stainless steel door frames.
 2. Additional brackets for hand rail supports on stairs.
 3. Washing of all windows. (Contract 66477 dated 16 October 1952)

VII. AUXILIARY ENTERPRISE: No Report

VIII. STUDENT LIFE: No Report

IX. MISCELLANEOUS

- A. The Teacher Placement Bureau files a preliminary report on the Class of 1952, which gives indication of graduate whereabouts.

TEACHERS COLLEGE BOARD

Number of degrees granted		209
Number in teaching positions	120	
Number in graduate study	14	
Number in military service	33	
Number married and not desiring to teach	<u>9</u>	
	176	84%
Number in other work	29	
Number unreported	<u>4</u>	
	33	16%

B. Preliminary report on the enrollment for the Fall Quarter, 1952, is as follows:

1. Extension
 - a. Off-campus 390 students
2. Campus
 - a. Undergraduate and graduate 1153 students
 - b. Graduate classes (evening) 47 students
 - 1200 students

X. SUMMARY

Consideration by the Teachers College Board is requested on the following items:

1. Recognition of 76 Teachers College and 37 Military Scholarships for the summer of 1952, a total of 113 scholarships.
2. Graduation of persons named in lists for May 30, 1952, and August 1, 1952, with the diploma or degree indicated.
3. Employment of list of new faculty as summarized.
4. Leave of absence without salary for Florence Reid.
5. Promotion of William A. Healey to Associate Professor.
6. Return of Mrs. Carolyn Gilbert Ryle to her former position as of November 1, 1952.
7. Addition of Mrs. Alice E. Tolle to Substitute Teacher List.
8. Employment of affiliated teachers for Fall Quarter as listed.
9. Employment and transfer of persons on the Classified Employee list as stated.
10. Permission to present the General College Curriculum project through the Curriculum Committee.

PROCEEDINGS

11. Awarding of contract for leveling earth dump area to Walker Construction Company for \$1600.00.
12. Expenditure of \$973.23 from Contractual Services for extras on Residence Halls.
13. Bids on the rehabilitation of the present Training School Building will be received on November 18. If a Board meeting is not scheduled for November, permission is requested for Eastern's Advisory Committee to canvass the bids and award contract if within funds available, and report to the Board at the next meeting.

Respectfully submitted,

ROBERT G. BUZZARD, President

ILLINOIS STATE NORMAL UNIVERSITY

Normal, Illinois

Meeting in Macomb, October 27, 1952

To the Chairman and Members of the Teachers College Board:

The following report is submitted from Illinois State Normal University:

I. STUDENTS

1. Attendance for Summer Session, 1952

In view of the new system requested by the Teachers College Board for listing enrollment figures, it should be noted that the figures in parentheses under the University enrollment represent the figures on the previous basis of listing, in order that these may be compared with the figures of one year ago in the column to the right, where the new basis of reporting was not in use.

	Men and Boys	Women and Girls	Total	Total One Year Ago
a. University				
Graduates	142 (158)	69 (78)	211 (236)	266
Seniors	127 (132)	237 (267)	364 (399)	460
Juniors	44 (46)	110 (152)	154 (198)	239
Sophomores	19 (21)	64 (70)	83 (91)	124
Freshmen	12 (12)	18 (21)	30 (33)	45
Unclassified	<u>32 (41)</u>	<u>88 (220)</u>	<u>120 (261)</u>	<u>303</u>
Total College Students on Campus	376 (410)	586 (808)	962 (1218)	1437

TEACHERS COLLEGE BOARD

	Men and <u>Boys</u>	Women and <u>Girls</u>	Total <u> </u>	Total One Year Ago <u> </u>
b. University High School	90	82	172	162
c. University Elementary School	131	97	228	238
d. Special Education School	65	34	99	88
e. Auxiliary Training Schools				
Illinois Soldiers and Sailors				
Childrens School	<u>123</u>	<u>66</u>	<u>189</u>	<u>247</u>
Total Pupils, Elementary and Secondary	<u>409</u>	<u>279</u>	<u>688</u>	<u>735</u>
Total	785	865	1650	2172
Extension	<u>17</u>	<u>650</u>	<u>667</u>	<u>456</u>
Grand Total	802	1515	2317	2628

2. Summer Extension Enrollment

Work was again offered as last summer, at eighteen off-campus centers during the 1952 summer. The centers, courses offered, instructors, and enrollments are here presented to indicate that this service met a real need.

<u>Center</u>	<u>Course</u>	<u>Instructor</u>	<u>Enrollment</u>
Beald	Historical Geography of U.S. E213	Harry Adams	44
Danville	Pupil Activities in Elem. Schools E231	Mary Arnold	35
Decatur	Natural Science E220	Blanche McAvoy	37
Decatur	History of Civilization E113	Thalia Tarrant	18
Granville	Pupil Activities in Elem. Schools E231	Mary Arnold	28
Havana	Teaching Art in Elem. Schools E202	George Conrad	50
		Fred Metzke	
Joliet	Audio-Visual Education E240	Clarence Kurth	18
Lacon	Phys. Educ. for Lower Grades E231 and for Upper Grades E232	C. E. Horton	38
Lincoln	English Workshop E193 and E293	Ruth Henline	15
Litchfield	Music Workshop E193 and E293	Anola Radtke	44
Morris	American Literature Since 1914 E231	V. E. Gimmetstad	38
Pekin	American Life and Institutions E217	Thalia Tarrant	35
Petersburg	Historical Geography of U.S. E213	Harry Adams	16
Pontiac	Teaching Art in Elem. Schools E202	George Conrad	53
		Fred Metzke	
Princeton	English Workshop E193 and E293	Ruth Henline	30

PROCEEDINGS

<u>Center</u>	<u>Course</u>	<u>Instructor</u>	<u>Enrollment</u>
Princeton	Phys. Educ. for Lower Grades E231 and for Upper Grades E232	Burton O'Connor	21
Springfield	Advanced Reading Methods E207	Rose Buehler (2 wks) Mary Serra (1 wk)	33
Streator	Audio-Visual Education E240	Clarence Kurth Nelson Smith M. L. Miller	51
Virginia	Music Educ. for Lower Grades E239 and for Upper Grades E240	Anola Radtke	34
Watseka	English Grammar E275	V. E. Gimmedstad	<u>29</u>
Total Summer Session, 1952			667
The number of extension students in fourteen courses in twelve centers for the corresponding time one year ago was			456

3. Attendance for the year 1951-1952, including the summer of 1951

	Men and <u>Boys</u>	Women and <u>Girls</u>	Total
a. University	1321	1966	3287
b. Extension	73	1214	1287
c. High School	210	213	423
d. Elementary Grades	<u>530</u>	<u>405</u>	<u>935</u>
	2134	3798	5932

4. Per Capita Cost for University Year, 1951-1952

- a. Following the plan of computation agreed upon by the presidents and registrars of the five state teachers colleges on February 2, 1941, the per capita cost as computed is here presented on such a basis,

	<u>Semester Hours Earned</u>
Summer Session, 1951	9,587
Summer Session extension	1,328
First Semester, 1951-1952	31,533
First Semester extension	1,702.5
Second Semester, 1951-1952	27,923
Second Semester extension	<u>1,992</u>
	74,065.5

74,065.5 semester hours divided by 32 semester hours (average annual student load) gives 2,314.5 students as the basic figure for computing per capita cost.

TEACHERS COLLEGE BOARD

- b. Cost of operating the University for the year beginning July 1, 1952, and ending June 30, 1952, including all items except Permanent Improvements and expenditures for Auxiliary Enterprises and the Self-Liquidating Dormitories

General Administration and General Expense	\$ 468,227.25
Instruction	1,451,844.21
Extension	16,149.88
Libraries and Museum	133,001.29
Physical Plant	<u>313,545.67</u>
	\$ 2,382,768.30

- c. Computation of Per Capita Cost

Total expenditures \$2,382,768.30 ÷ 2314.5 = \$1,029.50

The per capita cost during the fiscal year ending June 30, 1951 was \$834.04. The increase of \$195.46 over the previous year is accounted for by the fact that there are less students in the University and by the higher total cost of operation due to certain fixed charges, regardless of enrollment, and the increased cost because of higher prices for commodities, equipment, and other items, as well as salary increases.

5. Attendance for the First Semester, 1952-1953

Again it should be noted that for purposes of comparison, the figures in parentheses under the University enrollment represent the figures on the previous basis of listing.

	Men and <u>Boys</u>	Women and <u>Girls</u>	Total <u> </u>	Total One year Ago <u> </u>
a. University				
Graduates	35 (76)	6 (30)	41 (106)	138
Seniors	141 (150)	174 (193)	315 (343)	434
Juniors	150 (153)	192 (219)	342 (372)	429
Sophomores	149 (150)	243 (256)	398 (406)	459
Freshmen	351 (355)	457 (463)	808 (818)	652
Unclassified	<u>2 (9)</u>	<u>0 (22)</u>	<u>2 (31)</u>	<u>104</u>
Total College				
Students on Campus	828 (893)	1077 (1183)	1905 (2076)	2216
b. University High School	185	203	388	366
c. University Elementary School	188	202	390	360
d. Special Education School	53	38	91	121

PROCEEDINGS

	Men and Boys	Women and Girls	Total	Total One year Ago
e. Auxiliary Training School				
Illinois Soldiers and Sailors Childrens School	<u>125</u>	<u>59</u>	<u>184</u>	<u>223</u>
Total Pupils, Elementary and Secondary	<u>551</u>	<u>502</u>	<u>1053</u>	<u>1070</u>
Total	1379	1579	2958	3286
Extension	<u>46</u>	<u>571</u>	<u>617</u>	<u>685</u>
Grand Total	1425	2150	3575	3971

6. Extension, First Semester, 1952-1953

Enrollment in extension courses, the departmental courses offered, the centers, and the instructor, are here presented for the first semester of the 1952-1953 school year.

Center	Course	Instructor	Enrollment
Benld	Social Pathology E263	Francis Wade	26
Danville	Teaching Art in Elem. Schools E202	Gerald F. Gates Keith Weiss	72
Decatur	Audio-Visual Program of the School E472	M. L. Miller	29
Decatur	Audio-Visual Education E240	Nelson Smith J. H. Woodburn	57
Havana	Foundations in Arithmetic E201	C. N. Mills	25
Lacon	Music Educ. for Lower Grades E239 and for Upper Grades E240	Emma R. Knudson	44
Paxton	Speech Re-education E212	Doris Richards	57
Pekin	American Life and Institutions E218	Thalia Tarrant	35
Peru	Education Workshop E293 and Seminar in Curriculum Cons. E412	Francis Belshe J. H. Woodburn F. L. Hoover	27
Petersburg	First Aid E115	C. E. Horton	25
Rantoul	American Lit. Since 1914 E231	Ruth Henline	15
Saunemin	American Lit. Since 1914 E231	V. E. Gimmetstad	33
Springfield	Natural Science E220	L. W. Miller L. E. Mecay	62
Sreator	School Health E238	Charlotte Wilcox	48
Virden	Classroom Problems E236	E. A. Lichty	29
Virginia	Philosophy of Education E203	Mildred Wells	<u>33</u>
Total First Semester, 1952-1953			617
The number of extension students in twenty-one classes in nineteen centers for the corresponding time one year ago was			685

TEACHERS COLLEGE BOARD

It will be noted that there is a decrease of 68 students in the extension classes, which is due to inability to get sufficient faculty help to offer three courses which were requested. Had it been possible to have met that need, the total enrollment would undoubtedly have passed the 700 mark and exceeded the number of the corresponding time a year ago.

7. Summer Session Scholarships

As a matter of record the attention of the Teachers College Board is called to a list of scholarship students attending the 1952 summer session which list has been sent to the Financial Co-ordinator for approval by the Chairman and the Secretary of the Teachers College Board. There were a total of 183 students operating on the State Scholarships, aside from 76 availing themselves of Military Scholarships.

8. Graduates, August 8, 1952, from both Graduate and Undergraduate Schools

- a. The students whose names appear below completed requirements for the degree of Master of Science in Education at the close of the summer session, August 8, 1952. It is recommended that they be awarded the degree of Master of Science in Education and be granted the diploma of Illinois State Normal University.

GRADUATE SCHOOL MASTER OF SCIENCE IN EDUCATION DEGREE

Peter Lee Abell, Jr. Wapella
B.S. in Ed., Illinois State Normal University, 1951
Social Science

Title of Thesis: A History of Clinton, Illinois

Dean Oris Arbogast Streator
B.S. in Ed., Illinois State Normal University, 1948
Industrial Arts

Title of Thesis: Allowable Grade Levels for Operating
Woodworking Machinery

Charles Francis Beck Plainfield
B. Ed., Illinois State Normal University, 1940
Education - Administration (General)

Title of Thesis: Transportation Cost of District-Owned
Versus Contracted Buses, Based Upon
Comparisons of Twenty Illinois Schools

PROCEEDINGS

- Eugene Harley Berwanger Calumet City
 B.S. in Ed., Illinois State Normal University, 1951
 Social Science
 Title of Thesis: Evidences of Anti-Slavery Sentiment in the
 Sangamon Country, 1848-60
- Lawrence Andrew Boyle Morris
 B.S. in Ed., Illinois State Normal University, 1951
 Education - Administration (Elementary)
 Title of Thesis: The Interview Versus the Questionnaire
 Technique: a Comparison of the Results
 Obtained in Sampling the Opinions of Non-
 Parent Citizens
- William Walter Boyle LaSalle
 B.S. in Ed., Illinois State Normal University, 1951
 Mathematics
 Title of Thesis: Teaching Approximate Computation in the
 Secondary School
- Inez Lorene Brandner Marseilles
 B. Ed., Illinois State Normal University, 1943
 Education - Administration (Elementary)
 Title of Thesis: Current Practices in Reporting Pupil Prog-
 ress in Elementary Schools
- Gaylord Paul Bridges Streator
 B. Ed., Eastern Illinois State Teachers College, Charleston, 1930
 Industrial Arts
 Title of Thesis: Parents' Opinions Concerning Home Repair
 Education, Based on a Survey in Streator,
 Illinois
- Robert Lee Cramer Vandalia
 B. Ed., Illinois State Normal University, 1941
 Physical Science
 Title of Thesis: The Use of Projects in the Teaching of High
 School Chemistry
- Dwight Ralph Crum Streator
 B.S. in Ed., Illinois State Normal University, 1951
 Business Education
 Title of Thesis: Work-Experience Problems in Distributive
 Education
- Leven Marwood Dowdall Carrollton
 B.S. in Ed., Illinois State Normal, University, 1948
 Industrial Arts
 Title of Thesis: Evaluation of Student Teaching in Industrial
 Arts

TEACHERS COLLEGE BOARD

- Verle Lane Fairfield Sibley
 B.S. in Ed., Illinois State Normal University, 1950
 Social Science
 Title of Thesis: Growth and Development of Burr Oaks,
 Illinois
- Gordon LeRoy Fidler Roseville
 B.S. in Ed., Illinois State Normal University, 1951
 Business Education
 Title of Thesis: Stenographic Duties Compared with High
 School Training: a Comparison of Steno-
 graphic Duties in Bloomington and Normal
 with the Stenographic Training Given by the
 High Schools of These Cities
- Glenn Donald Gilbertson Newark
 B.S. in Ed., Illinois State Normal University, 1946
 Education - Administration (Secondary)
 Title of Thesis: Social Composition of Boards of Education
- Sherwin Gerald Gilbertson Newark
 B.S. in Ed., Illinois State Normal University, 1943
 Education - Administration (Secondary)
 Title of Thesis: Newark Graduates Evaluate Their High
 School Experiences
- James Edward Golden Chicago
 B. Ed., Wisconsin State College, Whitewater, Wisconsin, 1949
 Education - Administration (Secondary)
 Title of Thesis: Transfer of Training in Verbal Problems:
 How and When It Is Affected by the Presence
 of Large Numbers
- James Eudean Heald Silvis
 B.S. in Ed., Illinois State Normal University, 1951
 Education - Administration (Secondary)
 Title of Thesis: Abstract Behavior in Elementary School
 Children as Measured by the Goldstein-
 Scheerer Stick Test and the Weigl-Gold-
 stein-Scheerer Color Form Sorting Test
- Marvin Meldoe Johnston Piper City
 B.S. in Ed., Illinois State Normal University, 1948
 Industrial Arts
 Title of Thesis: Visual Aids in Industrial Arts Instruction:
 a Survey of One Hundred Thirteen Instruc-
 tors in Northern Illinois Public High Schools

PROCEEDINGS

- Betty Jean Keough Indianapolis, Indiana
 B.S. Butler University, Indianapolis, Indiana, 1948
 Health and Physical Education
 Title of Thesis: Girls' Athletic Associations; A Study of
 State and Local Organizations
- Roseclaire Lavery Normal
 B.A. MacMurray College, Jacksonville, Illinois, 1948
 Social Science
 Title of Thesis: Illinois Women Legislators as Authors of
 Educational Legislation
- Warren James Lowe Witt
 B.S. in Ed., Illinois State Normal University, 1950
 Industrial Arts
 Title of Thesis: Traffic Laws of the North Central States
 Bearing on Driver Education
- Jessie Marie Lucas Rockford
 B. Ed., Illinois State Normal University, 1934
 Health and Physical Education
 Title of Thesis: Suggested Resource Materials for Teach-
 ing Family Living
- Stanley Leroy Mason Lewistown
 B. Ed., Illinois State Normal University, 1938
 Education - Administration (Secondary)
 Title of Thesis: A Study of the Lay Advisory Council:
 Bloomington Public Schools, Bloomington,
 Illinois
- Ralph Edward Miller Georgetown
 B. Ed., Illinois State Normal University, 1940
 Education - Administration (General)
 Title of Thesis: In-Service Education of Elementary Teach-
 ers in Schools with Limited Supervisory
 Personnel
- Robert Clarence Mitchell Joliet
 B.S. in Ed., Illinois State Normal University, 1951
 Education - Administration (Secondary)
 Title of Thesis: Drop-Outs Evaluate Their High School Ex-
 periences
- Charlie Samuel Newton Normal
 B.S. in Ed., Illinois State Normal University, 1937
 Music
 Title of Thesis: Music Theory Courses in Illinois High
 Schools

TEACHERS COLLEGE BOARD

- James Dean Patzer Delavan
 B.S. in Ed., Illinois State Normal University, 1949
 Geography
 Title of Thesis: Pekin, Illinois: an Urban Study
- Robert Keith Pomrenke. Bloomington
 B.S. in Ed., Illinois State Normal University, 1951
 Education - Administration (Secondary)
 Title of Thesis: Physical Education for High School Car-
 diacs: a Proposed Program
- Alfred John Price Hampshire
 B.S., Illinois Wesleyan University, Bloomington, Illinois, 1949
 Education - Administration (General)
 Title of Thesis: Organizational Problems of Community
 Unit District 250
- John Alfred Radka Bloomington
 B.S. in Ed., Illinois State Normal University, 1951
 Elementary School Teachers (General)
 Title of Thesis: Interschol Athletics in McLean County
 Elementary Schools
- Kenneth Edward Robley. Lovington
 B. Ed., Western Illinois State College, Macomb, Illinois, 1940
 Biological Science
 Title of Thesis: A Sanitary Survey of the Lovington Public
 Water System
- Morris Jack Rosenthal Chicago
 B.S. in Ed., Illinois State Normal University, 1951
 Art
 Title of Thesis: Art Education as an Essential Part of the
 General Education of Secondary School
 Students
- Ekelena Ruben. Emden
 B. Ed., Illinois State Normal University, 1932
 Social Science
 Title of Thesis: Abraham Lincoln and Logan County
- Dennis Wayne Ruble. Clinton
 B.S. in Ed., Illinois State Normal University, 1951
 Special Education
 Title of Thesis: Psychological Development of Forty-Four
 Mentally Retarded Boys: a Study

PROCEEDINGS

- Genevieve Wilson Sanstrom Momence
A.B., Illinois Wesleyan University, Bloomington, Illinois, 1925
Elementary School Teachers (General)
Title of Thesis: An Experimental Study in Arithmetic
- Robert John Schnyder, Jr. New Orleans, Louisiana
B.S. in Ed., Illinois State Normal University, 1951
Biological Science
Title of Thesis: Functional Biology and the Community
- Elizabeth Eileen Scott. Chicago
B.S. in Ed., Illinois State Normal University, 1946
Music
Title of Thesis: Music Offerings in the Public Junior Colleges of the United States with Enrollments of Five Hundred or Less
- Andrew Luther Shotick Freeport
B.S. in Ed., Illinois State Normal University, 1949
Special Education
Title of Thesis: Personality and Socio-Economic Status: A Study of the Relationship of Certain Aspects of Personality to Socio-Economic Status
- Rex Armour Siron. Minooka
B. Ed., Illinois State Normal University, 1938
Education - Administration (Secondary)
Title of Thesis: School Bus Insurance Premiums and Losses
- Martha Amelia Slyter Mazon
B. Ed., Illinois State Normal University, 1943
Education - Supervision (General)
Title of Thesis: Utilization of Community Resources in Teaching: Criteria and Techniques
- Wilbur Francis Steingraber Villa Park
B.S. in Ed., Illinois State Normal University, 1951
Business Education
Title of Thesis: Classified Annotated Survey of Bookkeeping Articles
- Lillian Blanchard Sutton Peoria
B.S. in Ed., Northwest Missouri State Teachers College, Maryville, Missouri, 1933
Elementary School Teachers (General)
Title of Thesis: The Improvement of a Fifth Grade Reading Program

TEACHERS COLLEGE BOARD

Donald Arthur Turnquist Elgin
 B.S. in Ed., Illinois State Normal University, 1951
 Education - Administration (Secondary)

Title of Thesis: Physical Education Needs for Mentally Re-
 tardated Pupils in Illinois Public Schools

Hazel Viola Zugschwerdt Chadwick
 B. Ed., Illinois State Normal University, 1942
 Elementary School Teachers (General)

Title of Thesis: The Science Curriculum for Grade Five

b. The students whose names appear below completed re-
 quirements for the degree of Bachelor of Science in Edu-
 cation at the close of the summer session, August 8,
 1952. It is recommended that they be awarded the degree
 of Bachelor of Science in Education and be granted the
 diploma of Illinois State Normal University.

UNDERGRADUATE SCHOOL BACHELOR OF SCIENCE IN EDUCATION

Art

Joan Frances Clennon Minooka

Home Economics

Ettabelle Alexander Hamilton . . White Heath

Agriculture

Clayton Eldred Cobb Morrison	Ivan Eugene Maras Bulpitt
Kenneth Bernell Hughes Hoopeston	Herbert Franklin Snook Bloomington

Business Education

Dale Rose Brummet Washburn	Mary Virginia Ries Lacon
George Landis Flickinger Normal	Arlene Rittenhouse Bement
Julius Fred Otrilie Normal	

Industrial Arts

Kenneth Harrison Bergman Pontiac	James Edward Madole Libertyville
*Charles Allen Cate LaSalle	Thomas Alan Wachter Chicago
Herbert Wilson Garman Buckley	*Ira George Zolper Clinton
Calvin Glenn Hubbell Rankin	

Special Education

Frances Anne Buffat Centralia	Jesse Mae Henderson Normal
Margaret Kraft Egan St. Anne	Paulyne Tully Little Normal
Lillian Grace Fitzsimmons . . . Jacksonville	Delores Webb Nelson Downs
	Robert Melvin Nelson Hoopeston

*Did not appear at June graduation, although previously listed with June 1952 graduates.

PROCEEDINGS

Music

Merlin Peter Duba	Libertyville	Russell Dale Little	Winchester
Harold Richard Gentes	Pontiac	Walter Matherson	Mansfield
John Elmer Griesemer	Bloomington	Helen Louise Thompson	Clinton
Arden Dale Keen	Mundelein	Ruth Herrington Wilson	Chenoa

Health and Physical Education

Ellis Wayne Austin	Kankakee	Charles Dean Marler	Tuscola
Martha JeNell Bower	Alton	Leland Ray McGuire	Appleton, Wisconsin
Mary Virginia Dagraedt	LaSalle	Patrick Henry Ryan	Stevensville, Michigan
James Albert Garnett	Brookfield	Edwin John Rzadski	Chicago
Thomas Henderson	Bloomington	Wilbur Franklin Storey, Jr.	Peshtigo, Wisconsin
Otis Kenneth Karr, Jr.	Seymour	John Gottfried Strommer	Bloomington
Rita Clair Kennedy	Springfield	Phyllis Ann Turner	Momence
Leonard Frank Krasnowski	Chicago		
Donald Jay Layne	Crystal Lake		

Secondary Education

George Ellis Adcox	Taylorville	Hazel Clendenen Lawrence	Chicago
Gene Brandt	Atlanta	Rose May Lundberg	McNabb
John Stanley Crowe	Normal	Donald Richard Patterson	Pontiac
James Wentworth Dalton, Sr.	Buckley	Elizabeth Warfield Salyards	Gibson City
Marvin Robert Fletcher	Modesto	Leonard Lavon Semon	Springfield
Lauren Elwood Frederick	Bloomington	Maurice Eugene Seymour	Rossville
John Henry Gerzen, Jr.	Normal	Evan Dwain Shull	Gibson City
Robert Duane Hoff	Seneca	Alice Mae Wilbur	Joliet
Mary Bills Kear	Streator	Glenn Charles Young	Joliet

Elementary Education

Mary Soerensen Appenbrink	Joliet	Daisy Query Gossman	Maroa
Cleta Long Bateman	Normal	Anna Catherine Gottschalk	Minier
Dolores Mary Blessent	Gardner	Ruth Rowe Graham	Ottawa
Caledonia Weber Brubaker	Springfield	Mary Bollone Harris	Carlinville
Marjorie Agee Builta	Arrowsmith	Mabel Maria Hibbs	Springfield
Jane Dell Byrd	Waukegan	Ines Silverstrini Hoffmeister	Marseilles
Ruth Alfield Christensen	Pontiac	Naomi Ruth Holt	Potomac
James Ronald Coleman	Springfield	Glenna Kentner Hughes	Hoopeston
Gladys Miller Covington	Pontiac	Winona Moore Hyde	Danville
Hazle Miller Danner	Tilton	Kenneth Alfred Johnson	Chicago
Gertrude Rosemary Dehner	Lincoln	Carrie-Marie Kierce	St. Anne
Alan Lester Egly	Danville	Harold James Landwehrmier	Normal
Esther Strauch Ensor	Wenona	Lenore Frances Lanigan	Ottawa
Lila Painter Ferguson	Dwight	William Bruce Legge	Hammond
Louise Mason Gordon	Bloomington	Elda Lehmann	Monee

TEACHERS COLLEGE BOARD

Elementary Education (Continued)

Olive Neumann Ludwig	Highland	Tannie Sonopol	Argo
Bernice Starling Lutz	Tremont	Thelma Ramsey Spratt	Springfield
Florence Kelley Martin	New Holland	Geraldine Mini Taylor	Bloomington
George Randolph Mattox	Elliott	Elizabeth Ivalou Thompson	Morris
Eleanor Marie Metzger	Park Ridge	Beulah Schroeppel Thorne	Collinsville
Helen Virginia Mitchell	Macon	Mildred Simpson Vance	Hettick
Pearl Marie Moss	Moweaqua	Emma Lucille Wall	Lake City
Helene Dorothy Nafziger	Bloomington	Maurine Tate Wamick	Decatur
Mary Morgan Nelson	Ottawa	Anna Walsh Warren	Farmer City
Mary Bartels Parks	Decatur	Ava Andes Weber	Springfield
Joyce Fay Pedigo	Greenfield	Leigh Kilburn Weld	Normal
Lyle Dean Poland	Tonica	Ferne Enid Westerman	Argenta
Hazle O'Connell Ringer	Bloomington	Gladys Penman Williams	Springfield
Maryanne Schafer	Roanoke	Delbert Vaughn Wilson	Dana
Hilda Frieda Schoening	LaSalle	Elsie Corrine Woodyard	Ridge Farm
Clarice Elsie Schultz	Wauconda	Lucy Mae Wright	Auburn
Leota Eleanor Smith	Saybrook	Violette Andrews Zook	El Paso

Summary of Undergraduate Division Groups

Art Education	1	Special Education	7
Home Economics Education	1	Music Education	8
Agriculture Education	4	Health and Physical Educ.	16
Business Education	5	Secondary Education	18
Industrial Arts Education	7	Elementary Education	64
Total August Bachelors Graduates . .		131	
Total August Masters Graduates . .		44	
Total August Graduates		175	

II. FACULTY

1. Resignations

- a. Miss Madeleine Wolferz, Instructor in Cardinal Court Kindergarten, in order to accept a position as instructor in kindergarten in an affiliated elementary school of Temple University at Philadelphia, Pennsylvania.

2. Continuation of Leave

- a. Miss Anne M. Cameron, Instructor in the Teaching of Home Economics, for the academic year 1952-1953, in order to try to conclude her work for her doctor's degree while she is in the midst of doing such work, which was started in September 1951.

3. Change in Leave Status

- a. Miss August Gienapp, Assistant Librarian in charge

PROCEEDINGS

of the library in the Special Education Building, was granted a sabbatical leave for the 1952-1953 school year, but when it was found very difficult to try to get a temporary replacement for her, she agreed to postpone the work she had planned to take and to return to her regular position for the current year, but at the same time asking for a leave of absence for the 1953-1954 school year. Miss Gienapp is therefore filling her regular position at a salary of \$4050.00 for nine months.

4. Leaves of Absence

a. Sabbatical

- (1) Mr. Leroy Mecay, Assistant Professor of Biological Science, in order to do further graduate work toward his doctor's degree. This request for a leave is for the second semester of the current 1952-1953 school year, effective January 26, 1953. Mr. Mecay will ask for a leave for the first half of the 1953-1954 school year in order to complete his work, but the action needed at this time is on just the one semester. Mr. Mecay has been on the faculty of Illinois State Normal University a sufficient length of time to qualify for a sabbatical leave and there is a place for him on the allocated number of persons for the current year since Miss Gienapp has given up her leave.

b. Non-Sabbatical

- (1) Miss Nadine Brooks, Instructor in Education, effective November 1, 1952 for an indefinite period, due to illness.

5. Alterations in Status and Salaries

- a. In the May 19 informal report, Dr. V. M. Houston and Mrs. Waneta Cathey were listed on the twelve months payroll as Head of the Department of Education and Psychology and Principal of the Special Education Building respectively. After that Meeting both of these persons resigned and their resignations were carried in the Board Report of June 23, 1952. Some confusion resulted from the fact that the resignations appeared and thought was not given to taking care of the two months that each of them would have for July and August in completing their work. They should be paid at their new salary rates for the two months, with their services ending August 31, 1952. Dr. Houston would receive a salary of \$690.00 for

TEACHERS COLLEGE BOARD

each of the two months and Mrs. Catey, \$550.00, as listed in the May 19 report.

- b. An art extension class offered at Pontiac reached such a large enrollment that one instructor could not handle it and therefore it became necessary to have someone assist him. In the June 23, 1952, Board Report, the assistance of Mr. Fred Metzke had been requested and approved for a period of three weeks to help handle an excessively large class at Havana. It is recommended that Mr. Metzke be employed to assist at Pontiac at the same rate of \$300.00 for the three weeks period, payable from available summer session salary funds.
- c. An art class in a one-week clinic on the campus had such an unexpectedly large enrollment that one instructor could not handle it and for the one week an assistant was needed to help carry on this work. It is recommended that Mr. Richard Meyer be employed for the period of one week at a salary of \$80.00, to be paid from available summer session salary funds.
- d. On page 27 of the report of June 23, an error crept into items 5 and 6 under Alterations. Miss Edna Norskog should receive two monthly payments of \$313.32 instead of \$156.66 as was also included in the sentence, and Dr. F. L. D. Holmes should receive \$446.66 for each of the two months instead of \$223.33. The correct items for both are there but there is some confusion caused by including the half month amount, or the total of each payroll period check, along with the monthly salary.
- e. Dr. C. A. De Young was selected by members of the Department of Education and Psychology as the new Head of the Department to succeed Dr. Victor M. Houston, resigned, effective September 1, 1952. This action has had the approval of all groups concerned, but, since Dr. De Young's salary was \$5.00 below that of other department heads and since the Department of Education and Psychology, of which Dr. De Young was at one time the head, is the largest in the University, there seems to be justification for raising his salary \$5.00 per month, which will mean a change from the figure in the June 23, 1952 Report from \$6165.00 to \$6210.00. This will place him on the same basis as other department heads.
- f. Miss Lillie Mae Rickman, Assistant Professor and Supervising Teacher in the partially sighted area of the Division of Special Education, to be Acting Principal of the Special

PROCEEDINGS

Education Building at a salary of \$5300.00 for ten months, beginning September 1952 and extending through June 30, 1953.

- g. The salary originally quoted to Miss Margie Jeanne Miner, who came from the Childrens School to the campus in the Department of Health and Physical Education for Women, was found not to represent an increase over what she was getting at the Childrens School and an adjustment has been made to \$440.00 per month, or \$3960.00 for nine months.

6. New Appointments (Replacements)

- a. Mr. James M. Becker, B.S., M.A., University of Minnesota, with additional work at the College of St. Thomas, St. Paul, Minnesota, and Teachers College, Columbia University, and with teaching experience at the State Teachers College in Winona, Minnesota, as Assistant Professor of the Teaching of Social Science, at a salary of \$4230.00 for nine months, effective September 1952, to take the place of Miss Alice Eikenberry, who has been granted an additional year's leave of absence.
- b. Miss Eleanor Dilks, B.A., Earlham College, Richmond, Indiana, M.S., Ph.D., University of Wisconsin, with teaching experience at Earlham College, Drury College in Springfield, Missouri, and the University of Buffalo, as Associate Professor of Biological Science, at a salary of \$5040.00 for nine months, effective September 1952, to take the place of Dr. Ruth Richards, resigned.
- c. Mr. Joseph C. MacCoy, A.B., Catholic University, Washington, D.C., and Ph.D., Cornell University, with additional work at the University of Pittsburgh and Temple University, and with teaching experience in high schools in Pennsylvania and New York, at Bradley University and Ball State Teachers College at Muncie, Indiana, as Associate Professor of Education, at a salary of \$5400.00 for nine months effective September 1952, to take the place of Miss Ethel Burris, deceased.
- d. Miss Beth Massey, A.B., Bradley University, A.M., University of Illinois, with additional work at the University of Michigan and Goshen Collège and with teaching experience in the public schools of Bartonville, Hanna City, Pekin, Illinois, and Elkhart, Indiana, and at the Illinois Soldiers and Sailors Childrens School, as Instructor and Supervising Teacher in the Fifth Grade in the Metcalf Elementary School, at a salary of \$3960.00 for nine months effective September 1952, to take the place of Miss Frances Damm, on leave.

TEACHERS COLLEGE BOARD

- e. Mr. Robert H. Moore, B.A., Marietta College, Ohio, M.A., Ph.D., Ohio State University, with teaching experience in the high school at Glouster, Ohio, and at Ohio State University and Illinois Wesleyan University, as Associate Professor of Education at a salary of \$4860.00 for nine months effective September 1952, to take the place of Dr. Victor M. Houston, resigned. This covers teaching but not administration, which is taken over by Dr. C. A. De Young as indicated elsewhere in this report.
- f. Mr. Edwin A. Payne, B.S. in Ed., M.Ed., University of Missouri, with work practically completed for his doctor's degree, as Assistant Professor of Psychology, to take the place of Mr. Harold Paulson, on leave. Mr. Payne comes from the School of Education of the University of Missouri after a varied background of experience including three years in China with the United Nations. He has taught on the campus of the University of Missouri. His employment is for a period of one year and is at a salary rate of \$490.00 per month, or \$4410.00 for nine months, effective September 1952.
- g. Mr. John H. Wesle, B.S., State Teachers College, Milwaukee, Wisconsin, M.A., Western Reserve University, with additional work at New School of Art, New York City, University of Southern California, Cleveland Museum of Art, Summer School of Painting, Saugatuck, Michigan, as Instructor in Art, to take the place of Dr. Marion Miller, who has been granted a year's leave of absence due to illness. Mr. Wesle comes after teaching experience at Central College, Iowa, and more lately as Director of the Municipal Art Center at Sioux City, Iowa. His salary will be at the rate of \$440.00 per month, or \$3960.00 for nine months, effective September 1952.
- h. Mr. Lyle Young, B.Ed., Illinois State Normal University, M.A., Teachers College, Columbia University, with teaching experience in the high school at Neoga, Illinois, and at the University of Arizona and Teachers College, Columbia University, as Assistant Professor of Music at a salary of \$4410.00 for nine months, effective September 1952, to take the place of Miss Anola Radtke, resigned.
- i. Miss Dorothy Ann Stone, B.A., Rollins College, Florida, with teaching experience in the Elementary Schools of Winter Park, Florida, as Faculty Assistant and Teacher in the Cardinal Court Kindergarten, at a salary of \$3150 for nine months effective September 1952, to take the place of Miss Madeleine Wolferz, resigned.

PROCEEDINGS

- j. Mr. Thomas Henderson, as Faculty Assistant to help with the program in the Department of Health and Physical Education for Men, due to the need of taking over the former position held by Mr. Charles Slagle, resigned. Mr. Henderson takes the place of Mr. Robert Pomrenke who served in this same capacity during the past school year. It is understood that Mr. Henderson will receive \$100.00 per month for a period not to exceed nine months, effective September 1952. He has his bachelor's degree from Illinois State Normal University and is working on his master's degree.
- k. Mr. LaVerne Changnon, as Faculty Assistant to assist with the work in the Department of Health and Physical Education for Men, due to taking over some of the responsibilities formerly held by Mr. Charles Slagle, resigned. Mr. Changnon follows through on the same type of work that he did a year ago but at a lesser salary this year in the amount of \$100.00 per month for a period not to exceed nine months effective September 1952. He has his bachelor's degree from Illinois State Normal University and is working on his master's degree.
- l. Mr. Roy Camboni, as Faculty Assistant in the Department of Health and Physical Education in the upper four grades (five - eight) in the special education program, taking the place of Mr. Donald Turnquist who handled this work a year ago. Mr. Camboni served last year as a faculty assistant but this year his salary will be \$100.00 per month for a period of not to exceed nine months effective September 1952. He has his bachelor's degree from Illinois State Normal University and is working on his master's degree.
- m. Mrs. Helen Hall Hess, as Faculty Assistant in teaching post-polio children at St. Josephs Hospital. This is a part of the regular work of the Division of Special Education and fills a vacancy caused by the graduation and resignation of Mr. Wayne Ruble. Mrs. Hess has her bachelor's degree from Illinois State Normal University and is doing graduate work at the present time. It is understood that she is to receive a salary of \$100.00 per month on a twelve-months basis, due to the nature of this work.
- n. Help is needed in connection with the intramural sports program. This was handled last year by a student, Mr. Dean Burrige, but this year it is proposed to take the \$900.00 available for this work and divide that among three students approved by Dr. C. E. Horton and Dr. E. L. Hill of the Department of Health and Physical Education on an eight-months

TEACHERS COLLEGE BOARD

basis. These students are to work with the outdoor and indoor intramural program in order that there be sufficient help in handling the large and varied activities. Those recommended are Mr. John R. Cave, Mr. Donald J. Lane, Mr. Edward Morsch. The foregoing appointments would be effective from October 1, 1952, through May 31, 1953, at a salary rate of \$37.50 per month for each person.

7. New Appointments (New Assignment)

- a. Due to a very large enrollment in an art class taught by Mr. Gerald Gates of the Art Department in Danville, it is necessary to have some student help to aid in handling materials. The amount of material used in this class of eighty persons is such that it is an utter impossibility for the instructor to cover that and the instruction. It is recommended that Mr. Keith Weiss, a qualified student, be employed at a salary of \$85.00 per month for not to exceed two months during this current semester in order to assist Mr. Gates. It is understood that Mr. Weiss will not be doing any teaching but will be doing other essential work that will be of value to Mr. Gates, the Instructor. This is a student help situation and is covered by an adequate allocation of such funds in the Internal Budget.

8. Reinstatement

- a. Miss Helen Dooley, A.B., Illinois Wesleyan University, M.A., University of Washington, B.S., School of Library Service, Columbia University, with other work at the University of Chicago, as Assistant Librarian to take the place of Miss Edna I. Kelley, retired. Miss Dooley has served as assistant librarian in Milner Library in past years and more recently served as high school librarian in the Metcalf Building. She now takes over the responsibilities of the Publisher's Exhibit Room in Milner Library at a salary rate of \$470.00 per month, or \$4230.00 for nine months effective September 1952.

9. Substitute Teachers (Monthly Basis)

- a. Mrs. Myrtle Benton, as a substitute teacher in the room for physically handicapped children in special education, effective September 1952, at a monthly salary rate of \$380.00, on a nine months basis. Mrs. Benton has her bachelor's degree with some additional work and has taught with us for several years, the past two years being in this same room for physically handicapped children.

PROCEEDINGS

- b. Mrs. Virginia Ely Berger, as teacher in the sight saving room formerly handled by Miss Lillie Mae Rickman, who was transferred to the principalship of the Special Education Building to take the place of Mrs. Waneta Catey, resigned. Mrs. Berger has her bachelor's degree from Illinois State Normal University and has had one year of teaching experience. Her salary will be at the rate of \$350.00 per month, effective September 1952.
- c. Miss Eunice Blackburn, who has substituted for several different members of the faculty of the Geography Department, but in this instance to act as a substitute for Dr. Wallace McIntyre, granted a leave of absence for the 1952-1953 school year. Miss Blackburn has her bachelor's degree with some additional work. Her salary would be at the rate of \$335.00 per month for nine months, covering a part-time assignment, effective September 1952.
- d. Mrs. Margaret Bradford is retained on the staff for next year to continue to take the place of Miss Anne M. Cameron, who has asked for an additional year's leave of absence. It is recommended that Mrs. Bradford be employed for another year in the Home Economics Department at a salary of \$420.00 per month for nine months, effective September 1952.
- e. Mrs. Joyce Evans, as a substitute teacher in the Department of Education and Psychology, to take part of the extra load resulting from not filling the position formerly held by Dr. Charles E. Decker, who retired effective August 31, 1952. Mrs. Evans will teach two classes, or six semester hours of work, at a salary rate of \$200.00 per month, effective September 1952. Mrs. Evans has both bachelor's and master's degrees and excellent teaching experience, and has served on previous occasions as a substitute teacher for I.S.N.U.
- f. Mrs. Lucille Gimmestad, as substitute in the Special Education Building kindergarten, to take the place of Mrs. Margaret McIntyre who held this position as a substitute last year but who gave up the work in order to accompany her husband to the Philippine Islands for the current school year. Mrs. Gimmestad has a two-year diploma and has had four years experience in primary and pre-elementary work. She is to be employed at the rate of \$320.00 per month, effective September 1952.
- g. Mrs. Lucilla Randall, as substitute teacher in the Department of Biological Science until such time as we can get a satisfactory replacement for Miss Delma Harding, who has resigned. The salary of Mrs. Randall would be \$430.00 per

TEACHERS COLLEGE BOARD

month for nine months, covering a part-time substitute position

10. Substitute Teachers (Day by Day Basis)

- a. Mrs. Helene Kauder, who is available as a substitute in foreign languages and can teach French, German, or Spanish, is recommended for approval and inclusion in the substitute list.
- b. Mrs. Madrigale McKeever, who is available as a substitute in psychology, English and French, is recommended for approval and inclusion in the substitute list.

III. OTHER SCHOOL EMPLOYEES

1. Resignations

- a. Mrs. Norma Auth, Junior Purchasing Assistant in the Business Office, effective September 5, 1952.
- b. Mr. Vincent Brasi, Mailing Service Supervisor in the Mailing Service, effective August 15, 1952.
- c. Miss Mary Cleary, Health Service Nurse, effective August 8, 1952.
- d. Mrs. Jean Devlin, Clerk Stenographer I in the Business Office, effective July 25, 1952.
- e. Mrs. Arlene Farnsworth, Health Service Nurse, effective August 15, 1952.
- f. Mrs. Henrietta L. Felix, temporary appointment as Library Clerk II in Milner Library, effective August 15, 1952.
- g. Mrs. Lois Glock, Clerk-Typist II in the Art Department, effective August 8, 1952.
- h. Miss Athanasia Manos, Clerk-Typist I in the Special Education Building, who was temporary, effective August 8, 1952.
- i. Miss Rasamari Schaper, Clerk-Typist I in the Office of the Registrar, Director of Admissions, and Recorder, effective September 6, 1952.
- j. Mrs. Mildred Schneeberg, Clerk II in the Business Office, effective September 10, 1952.
- k. Miss Bette Soldwedel, Residence Hall Assistant in Fell Hall, effective September 13, 1952.

PROCEEDINGS

1. Mr. Riley Walsh, Maintenance Worker, effective September 15, 1952.
- m. Miss Gloria Zehr, Clerk-Typist II in the Bureau of Appointments, effective August 16, 1952.
2. Discharge During Probationary Period
 - a. Mrs. Elizabeth V. Kennel, Cook I, effective August 8, 1952.
 - b. Mrs. Hazel Irene Lower, Kitchen Helper, effective October 21, 1952.
3. New Appointments (Replacements)
 - a. Mrs. Helen Barton as Clerk-Typist II in the Art Department, at a salary of \$170.00 per month effective September 22, 1952, to take the place of Mrs. Lois Glock, resigned.
 - b. Miss Alice Bradford as Food Service Manager at a salary of \$470.00 per month plus \$80.00 maintenance, effective September 1, 1952, to take the place of Miss Maxine Anderson, resigned.
 - c. Mrs. Joanne Camboni as Clerk II in the Business Office, at a salary of \$180.00 per month, effective September 4, 1952, to take the place of Mrs. Mildred Schneeberg, resigned.
 - d. Mr. Melvin Currie as Clerk II in the Mailing Service, at a salary of \$160.00 per month, effective September 2, 1952, to take the place of Mr. Wilbur Steingraber who was re-classified as Mailing Service Supervisor.
 - e. Mrs. Roxa Dunbar as Health Service Nurse in the Health Service, at a salary of \$250.00 per month, effective October 20, 1952, to take the place of Mrs. Jeanine Ragsdale, resigned.
 - f. Mr. Robert Hill as Janitor, at a salary of \$175.00 per month, effective September 29, 1952, to take the place of Mr. William Thornton, resigned.
 - g. Miss Shirley J. Hill as Clerk-Typist I in the Special Education Building, at a salary of \$160.00 per month, effective September 4, 1952, to take the place of Miss Athanasia Manos, resigned.
 - h. Mrs. Patricia Hungerford as Clerk Stenographer I in the Dean's Office, at a salary of \$160.00 per month, effective July 21, 1952, to take the place of Mrs. Shirley Mohr, resigned.

TEACHERS COLLEGE BOARD

- i. Mrs. Nellie Kennedy as Kitchen Helper at a salary rate of \$150.00 per month plus \$30.00 maintenance, effective October 20, 1952, to take the place of Mrs. Hazel Irene Lower, discharged during probationary period.
- j. Mrs. Hazel Irene Lower as Kitchen Helper, at a salary of \$150.00 per month plus \$30.00 maintenance, effective October 8, 1952, to take the place of Mrs. Dorothy Johnson, retired. Classification change has been requested from Cook to Kitchen Helper.
- k. Mrs. Judith McGregor as Clerk-Typist II in the Bureau of Appointments, at a salary of \$160.00 per month, effective September 8, 1952, to take the place of Miss Gloria Zehr, resigned.
- l. Mrs. Signe Marton as Clerk-Typist I in the Office of the Registrar, Director of Admissions, and Recorder, at a salary of \$160.00 per month, effective September 2, 1952, to take the place of Miss Rosamari Schaper, resigned.
- m. Mrs. Alice Joanne Roderick as Clerk Stenographer I in the Office of the Department of Health and Physical Education for Men, at a salary of \$160.00 per month, effective September 18, 1952, to take the place of Miss Joanne Fissel, resigned.
- n. Mrs. Louise Sanders as Health Service Nurse in the Health Service, at a salary of \$250.00 per month, effective September 16, 1952, to take the place of Miss Mary Cleary, resigned.
- o. Mr. Wilbur Steingraber as Mailing Service Supervisor in the Mailing Service, at a salary of \$310.00 per month, effective August 16, 1952, to take the place of Mr. Vincent Brasi, resigned.
- p. Mrs. Emma Roy as Kitchen Helper, at a salary of \$150.00 per month plus \$30.00 maintenance, effective October 16, 1952, to take the place of Mrs. Elizabeth Kennel, Cook I, discharged during probationary period. Classification change has been requested from Cook I to Kitchen Helper.
- q. Mr. William Unger as Stationary Fireman (Apprentice), at a salary of \$275.00 per month, effective August 1, 1952, to fill the leave of absence position of Mr. John Fenton. This leaves Mr. Unger's position as Maintenance Worker to be filled.
- r. Mrs. Harriet Vissering as Residence Hall Director in Smith Hall, at a salary of \$250.00 per month plus \$80.00 maintenance, effective September 1, 1952, to take the place of Mrs.

PROCEEDINGS

Ida O. Cruikshank, deceased.

- s. Mrs. Donna Wannamacher as Library Clerk II in Milner Library, at a salary of \$160.00 per month, effective September 17, 1952, to take the place of Mrs. Henrietta L. Felix, resigned.
 - t. Mrs. Joanne Wrice as Clerk Stenographer I in the Business Office, at a salary of \$213.00 per month, effective September 8, 1952, to take the place of Mrs. Jean Devlin, resigned.
4. New Appointments (Positions authorized at June 23, 1952, meeting of the Teachers College Board)
- a. Miss Marian Gardner as Clerk Stenographer II in the Testing Service and IBM Office, at a salary of \$200.00 per month, effective July 1, 1952.
 - b. Mrs. Loretta Taylor as Inventory Supervisor in the Business Office, at a salary of \$200.00 per month, effective September 2, 1952.
5. Salary Change
- a. Miss Arleen Shols, Secretary (Level I) in the Office of the Dean of the University, from \$210.00 to \$225.00 per month, to meet the minimum of salary range for Secretary (Level I), effective August 1, 1952.

IV. THE ORGANIZATION No report.

V. THE CURRICULUM No report.

VI. BUILDINGS AND GROUNDS

1. Present Construction (Progress Report)

The chief construction taking place on the campus at this time centers around the Fell Hall Additions. The central or west wing housing the quarters of the Director of Women's Residence Halls and the Director of Food Service, and rooms for a number of students, was completed in time for occupancy when school opened September 8, 1952. The Campus Grill on the ground floor of this wing was completed October 17 and will be in use by October 27. The alterations in the kitchen and dining room of Fell Hall were completed so that they were used beginning October 13, 1952, as was the cafeteria. The entire south wing, housing drawing room, recreation room, and certain facilities in connection with the operation of the hall, together with student rooms on the second and third

TEACHERS COLLEGE BOARD

floors, will be ready at varying periods of time after January 1, 1952. At that time furniture and furnishings will be purchased as provided for by a special appropriation. No provision has been made for landscaping around the new wings, especially to the west, involving drives, walks, etc.

2. Rehabilitation and Modernization.

- a. Capen Auditorium. The largest single item that represents the greatest expenditure and has the most influence on the entire student body is the redecoration and complete re-seating of Capen Auditorium. With further changes such as the new stage floor, new wiring, carpeting of aisles, and drapes for the windows, this work represents an important and much-needed change which is appreciated by all connected with the University.
- b. Other items, including the bids on the changes in the heating plant and other projects on the campus, will be reported upon in detail at a later meeting of the Teachers College Board.

3. Plans for Laboratory School Building

The Associate Architects are actively engaged in working with several committees of staff members in planning the elementary-junior high school building under the approval and limitations indicated by the Teachers College Board at the meeting in Springfield September 22, 1952.

4. Special Planting

A considerable number of years ago a special bequest in the will of Alice and Fannie Fell left to Illinois State Normal University the amount of \$5,000.00. The interest upon this money was to be used in connection with the upkeep and the beautification of Fell Gate and the immediate surroundings. Over the years at different periods of time because of excellent handling of this money by Mr. E. L. Richardson of Milwaukee, whose wife is a granddaughter of Jesse Fell, there have been sums of money that have on several occasions reached around \$3,000.00. At the present time, the amount of money is somewhat over \$3,000.00. This amount Mr. Richardson has indicated as available for use at this time and an amount somewhat in excess of \$2,000.00 is being used in new plantings around the gate. Decisions made and activities involved in planning for the use of this money are in the hands of a committee also set up in the will. The President of the Uni-

PROCEEDINGS

versity, a citizen appointed by the Mayor of Normal, and a member of the faculty selected at the present time by the University Council constitute the committee to authorize purchases and approve bills which are paid directly by Mr. Richardson. Within two or three weeks the planting will be completed at the gate which will result in this being one of the outstanding beauty spots on the campus. Money from this fund is also used to replace the glass in the lights on the gate and on certain occasions to aid in cleaning the stone by sand blasting, as well as taking care of the bronze placque on one of the gate pillars.

VII. AUXILIARY ENTERPRISES

The following reports are presented for the residence halls and the cafeteria, as Teachers College Board Bond Revenue projects, together with Smith Hall and Veterans Housing at Cardinal Court on the University Farm, as revenue producing auxiliary enterprises.

Teachers College Board Bond Revenue Fund

Statement of Profit and Loss July 1, 1951 - June 30, 1952

Income:

Cafeteria	\$ 76,985.91	
Residence Halls - Room	48,931.06	
Residence Halls - Meals	<u>195,134.19</u>	
Total Income		\$321,051.16

Cost of Food Sold:

Beginning Inventory	7,975.74	
Purchases	<u>136,773.72</u>	
Total	144,749.46	
Less Ending Inventory	<u>15,274.13</u>	
Cost of Food Sold		<u>129,475.33</u>

Gross Profit	191,575.83
--------------	------------

Operating Expenses:

Personal Services	56,467.12
Student Help	40,484.16
Employees Meals	4,509.08
Contractual Services, Water, Telephone, Repairs, etc.	6,468.41
Office Expenses	1,791.96
Commodities - Other	28,683.16

TEACHERS COLLEGE BOARD

Interest Expense	30,426.26	
Financial Expense	<u>600.00</u>	
Total Operating Expenses		<u>169,430.15</u>
<u>Net Profit</u>		<u>\$ 22,145.68</u>

Smith Hall and Annex

Statement of Profit and Loss July 1, 1951 - June 30, 1952

Income:

Smith Hall - Room	\$ 5,600.08	
Smith Hall - Board	18,564.68	
Annex - Room	<u>1,258.10</u>	
	25,422.86	
Less Refunds	<u>----</u>	
Total Income		\$ 25,422.86
Cost of Food Sold		
Food Inventory - July 1, 1951	----	
Purchases	<u>16,747.73</u>	
Food Available for Sale	16,747.73	
Food Inventory - June 30, 1952	<u>----</u>	
Cost of Goods Sold		<u>16,747.73</u>
Gross Profit		8,675.13

Expenses:

Personal Services		
Regular Help	\$ 5,426.33	
Student Help	<u>2,595.47</u>	8,021.80
Contractual Services		
Minor Repairs and Maintenance of		
Furniture and Equipment	275.62	
Utility Services	1,446.16	
Cleaning and Exterminating Services	<u>61.25</u>	1,783.00
Commodities		
Fuel Oil	1,982.34	
Household and Maintenance Supplies	<u>467.26</u>	2,449.60
Equipment		<u>373.26</u>
Total Expenses		<u>12,627.66</u>
<u>Net Loss:</u>		<u>\$ 3,952.53</u>

PROCEEDINGS

Veterans Housing Project Statement of Profit and Loss July 1, 1951 - June 30, 1952

Income:

Rent		\$ 32,416.64
Less - Refunds		<u>33.00</u>
Total Income		\$ 32,383.64

Expenditures:

Personal Services		
Regular Help	\$ 3,190.67	
Student Help	<u>1,165.50</u>	4,356.17
Contractual Services		
Gas	660.96	
Electricity	669.84	
Water	1,238.58	
Repairs	<u>1,227.20</u>	3,796.58
Commodities		
Fuel Oil	3,421.91	
Repair and Maintenance		
Supplies	<u>1,143.33</u>	4,565.24
Equipment		<u>203.00</u>
Total Expenditures		<u>12,920.99</u>
Net Profit		\$19,462.65

VIII. STUDENT LIFE

No report.

IX. MISCELLANEOUS

1. Foreign Visitors

There is seldom a week in which Illinois State Normal University does not have as a guest on the campus one or more persons, generally in education, from some foreign country. The week beginning October 20, Mrs. Saladad Samonte from the Philippine Islands was on the campus. The week beginning October 27, Miss Alice

TEACHERS COLLEGE BOARD

Skillicorn, Principal of Homerton College, Cambridge, England, will be a visitor. It is a pleasure to make available the facilities and program of the University to these persons who are anxious to get information regarding teacher education.

2. Visitation and Evaluation Program

In the program of the American Association of Colleges for Teacher Education calling for the visitation of all of the member institutions during a period covering three years, every institution will be visited by a committee in an attempt to evaluate the work being done and enable faculties to help themselves in the betterment of their program. This is not an accrediting procedure. Some of us on this campus will make certain visitations to other schools as a part of our contribution to the entire program.

Illinois State Normal University will be visited December 1-2-3 of this year by a committee composed of President J. W. Maucker of Iowa State Teachers College, Cedar Falls, Iowa, as chairman, President Rexford S. Mitchell of La Crosse, Wisconsin, and President C. L. Crawford of Mankato, Minnesota, as the other members. During the time that they are on the campus, they will be in touch with most of the members of the faculty in groups and also as individuals. They will also be working with the Student Council in order to get a complete picture of the activities of the University.

3. Bureau of Appointments Report

The report from the Bureau of Appointments has just been issued by Dr. Harold E. Gibson as Director of that branch of the University services. This report merits careful study and consideration by members of the Board. It is the most enlightening report that has been issued from this campus from the Bureau of Appointments, since it reveals many of the limitations under which the University must still operate in order to provide services adequate to the needs of the public schools of the State. Attention in particular is called to the increased demands made upon the Bureau as will be indicated by the fact that over a thousand more calls were received this year than two years ago. The total calls were 2904 in 1950, 3313 in 1951, and 3940 in 1952. There were very few available prospective teachers left unplaced from the graduates of I.S.N.U. this year and a much larger number of former students was placed.

PROCEEDINGS

4. Scholarships

It will be interesting to note that of all students attending Illinois State Normal University during this 1952-1953 first semester, fifty-two percent are on High School Scholarships. This means that these students are in the upper one-third of their high school graduating classes in order to be eligible for such assistance. The number of freshmen on scholarships has not been ascertained up to the present time, but this will undoubtedly, as in former years, be in excess of the percent of all students in the University.

X. SUMMARY

Consideration and favorable action by the Teachers College Board is requested and will be appreciated on the following recommendations:

1. Recognition and approval of the scholarship list of students as submitted to the Central Office of the Teachers College Board.
2. Sanction of the graduates of August 8, 1952 as listed for both bachelor's and master's degrees.
3. Acceptance of the resignation of Miss Madeleine Wolferz.
4. Continuation of the non-sabbatical leave of Miss Anne Cameron.
5. Approval of the change of sabbatical leave of Miss Augusta Gienapp from the current 1952-1953 school year to the 1953-1954 year.
6. Granting of sabbatical leave to Mr. Leroy Mecay for the second semester of the current 1952-1953 school year.
7. Granting of a non-sabbatical leave for an indefinite period to Miss Nadine Brooks.
8. Alterations in status and salaries of Dr. V. M. Houston, Mrs. Waneta Cathey, Mr. Fred Metzke, Mr. Richard Meyer, Miss Edna Norskog, Dr. F. L. D. Holmes, Dr. C. A. De Young, Miss Lillie Mae Richman, and Miss Margie Jeanne Miner.
9. Appointment of Mr. James M. Becker, Miss Eleanor Dilks, Mr. Joseph C. MacCoy, Miss Beth Massey, Mr. Robert H. Moore, Mr. Edwin A. Payne, Mr. John H. Wesle, Mr. Lyle Young, Miss Dorothy Ann Stone, Mr. Thomas Henderson, Mr. LaVerne Changnon, Mr. Roy

TEACHERS COLLEGE BOARD

- Camboni, Mrs. Helen Hall Hess, Mr. John R. Cave, Mr. Donald J. Lane, Mr. Edward Morsch, Mr. Keith Weiss.
10. Reemployment and reinstatement of Miss Helen Dooley as Assistant Librarian.
 11. Approval as substitute teachers of Mrs. Myrtle Benton, Mrs. Virginia Ely Berger, Miss Eunice Blackburn, Mrs. Margaret Bradford, Mrs. Joyce Evans, Mrs. Lucille Gim-mestad, Mrs. Lucilla Randall, Mrs. Helene Kauder, Mrs. Madrigale McKeever.
 12. Acceptance of the resignations of Mrs. Norma Auth, Mr. Vincent Brasi, Miss Mary Cleary, Mrs. Jean Devlin, Mrs. Arlene Farnsworth, Mrs. Henrietta L. Felix, Mrs. Lois Glock, Miss Athanasia Manos, Miss Rosamari Schaper, Mrs. Mildred Schneeberg, Miss Bette Soldwedel, Mr. Riley Walsh, Miss Gloria Zehr.
 13. Approval of the discharge of Mrs. Elizabeth V. Kennel and Mrs. Hazel Irene Lower.
 14. Sanction of the appointments of Mrs. Helen Barton, Miss Alice Bradford, Mrs. Joanne Camboni, Mr. Melvin Currie, Mrs. Roxa Dunbar, Mr. Robert Hill, Miss Shirley J. Hill, Mrs. Patricia Hungerford, Mrs. Nellie Kennedy, Mrs. Hazel Irene Lower, Mrs. Judith McGregor, Mrs. Signe Marton, Mrs. Alice Joanne Roderick, Mrs. Louise Sanders, Mr. Wilbur Steingraber, Mrs. Emma Roy, Mr. William Unger, Mrs. Harriet Vissering, Mrs. Donna Wannamacher, Mrs. Joanne Wrice, Miss Marian Gardner, Mrs. Loretta Taylor.
 15. Approval of salary change for Miss Arleen Shols.

Respectfully submitted,

R. W. FAIRCHILD

REPORT OF THE WESTERN ILLINOIS STATE COLLEGE MACOMB, ILLINOIS

Meeting in Macomb, Illinois

October 27, 1952

To the Members of the Teachers College Board of Illinois:

The following report is submitted for the Western Illinois State College:

PROCEEDINGS

I. STUDENTS

A. Enrollment, First Summer Term 1952

	<u>Men & Boys</u>	<u>Women & Girls</u>	<u>Total</u>	<u>Total One Year Ago</u>
1. College				
a. On campus				
Graduates	122	83	205	228
Seniors	92	124	216	210
Juniors	29	141	170	201
Sophomores	18	55	73	90
Freshmen	<u>14</u>	<u>13</u>	<u>27</u>	<u>32</u>
Sub-total	275	416	691	761
b. Soil Conservation Workshop	1	24	25	
2. Elementary				
Western Laboratory School	128	139	267	276
Rural Workshops	<u>22</u>	<u>10</u>	<u>32</u>	<u>30</u>
Sub-total	150	149	299	306
Grand Total	426	589	1,015	1,067

B. Enrollment, Second Summer Term 1952

1. College				
a. On campus				
Graduates	106	86	192	204
Seniors	70	88	158	148
Juniors	23	83	106	128
Sophomores	13	32	45	51
Freshmen	<u>10</u>	<u>13</u>	<u>23</u>	<u>23</u>
Sub-total	222	302	524	554
b. Quincy Workshop	7	39	46	
Grand Total	229	341	570	554

C. Enrollment, Fall Quarter 1952 (not complete)

1. College				
Regular Students				
Graduates	7	4	11	26
Seniors	112	71	183	223
Juniors	105	104	209	249
Sophomores	160	111	271	342
Freshmen	<u>281</u>	<u>215</u>	<u>496</u>	<u>435</u>
Sub-total	665	505	1,170	1,275

TEACHERS COLLEGE BOARD

	Men & <u>Boys</u>	Women & <u>Girls</u>	<u>Total</u>	Total One Year <u>Ago</u>
Saturday and Evening Classes				
Graduates	61	36	97	80
Seniors	1	17	18	
Juniors		14	14	
Sophomores	<u>1</u>	<u>8</u>	<u>9</u>	
Sub-total	63	75	138	80
Sub-total	728	580	1,308	1,355
2. Extension - Organization of classes not completed.				
3. Secondary Schools				
Macomb Sr. H.S.	195	184	379	371
Western High School	58	72	130	129
Bardolph High School	24	27	51	51
Kewanee High School	324	349	673	640
Galesburg Sr. H.S.	501	488	989	978
Jacksonville H.S.	<u>418</u>	<u>428</u>	<u>846</u>	<u>826</u>
Sub-total	1,520	1,548	3,068	2,995
4. Elementary Schools				
Edison Jr. High School	103	111	214	240
McArthur Grade School	102	77	179	
Western Laboratory School	130	163	293	263
Bardolph & Adair	<u>117</u>	<u>115</u>	<u>232</u>	<u>232</u>
Sub-total	452	466	918	735
Grand Total		Incomplete		

This is the first time a request has been made this early for Fall Quarter enrollment figures, and they are of doubtful value because enrollment is incomplete. In previous years we have made a report of this kind in December.

D. Teachers College Scholarship Lists

1. I certify to the Teachers College Board that the persons with the addresses indicated in each case, a list of whom was sent to the Secretary together with the voucher dated June 26, 1952 to be submitted to the Auditor of Public Accounts attended the Western Illinois State College during the First Summer Term 1952 under the provisions of Section 30-1 of "The School Code."

PROCEEDINGS

2. I certify to the Teachers College Board that the persons with the addresses indicated in each case, a list of whom was sent to the Secretary together with the voucher dated August 5, 1952 to be submitted to the Auditor of Public Accounts, attended the Western Illinois State College during the Second Summer Term 1952 under the provisions of Section 30-1 of "The School Code."

E. Military Scholarship Lists

1. I certify to the Teachers College Board that the persons of the addresses indicated in each case, a list of whom was sent to the Secretary along with the voucher dated August 18, 1952 to be submitted to the Auditor of Public Accounts, attended the Western Illinois State College during the First Summer Term 1952 under the provisions of Section 30-5 of "The School Code."
2. I certify to the Teachers College Board that the persons of the addresses indicated in each case, a list of whom was sent to the Secretary along with the voucher dated October 15, 1952 to be submitted to the Auditor of Public Accounts, attended the Western Illinois State College during the Second Summer Term 1952 under the provisions of Section 30-5 of "The School Code."

F. Graduates, May 1952

1. Master of Science in Education

Albro, Lysle Raymond

Beatry, Donald Lee

Brew, Roger Hadley

Christian, Robert Edward

Klein, Robert

Poynter, Marian Eda

Priepot, John Henry

Prunty, Wayne LeRoy

Ross, Raymond John

Roudebush, Charles Donald

In Absentia

Ansell, Frances Botts

2. Bachelor of Science in Education

Ahlberg, Barbara Louise

Anderson, Delores Jean

Anderson, Gerald J.

Anderson, John P.

Anderson, Ruth Marilyn

Bakas, Peter Robert

Barker, Patry Jo

Bayly, Dorothy E.

Bell, Margaret Florence

Benge, Jean Garlick

Benningfield, Edna Mae

Berry, Annabelle Avis

Birch, Mary Lois

Blair, Madeline Evans

Boyer, Willard Lee

Brackensick, Carolyn J. Crawford

Brackensick, Gerald William

Bradley, Ann Loretta

TEACHERS COLLEGE BOARD

Bachelor of Science in Education (Continued)

Bradley, Susan	Hughbanks, George Howard
Brooks, Frank	Hughes, Dewey H.
Brooks, Jo-Anne-De Whitney	Huston, Wanda White
Bullard, Frederick L.	Jackson, Robert Leslie
Butcher, Mildred Pauline	Jenesen, Beverly Helen
Cable, Edwin R.	Johnson, Elna Louise
Castleberry, Troy Elden	Johnson, Margaret C.
Cole, George Wilber	Johnson, Ruth Marie
Collinson, Donnamae	Jones, Anna Marie
Crone, Dale Naught	Jones, Joseph Anthony
Davis, Marjorie Louise	Juhrend, Peggy Lou
DeLong, JoAnn	Kakenmaster, Edward A.
Derksen, Orpha Marie	Keeley, Richard Curtland
Devlin, Mary Margaret	Kellogg, Alice Bennett
Dohner, Norma R.	Knuppel, J. Joan
Dolan, John Cyril	Koester, Herman R., Jr.
Donaldson, Donald A.	LaFollerte, John G.
Durham, Mary Ellen	LaKamp, Emilie Ann
Emerick, Patricia Ann	Lake, Bernice Margarette
Epperson, James P.	Lane, Nelda Maurine
Eshleman, Phillip Eugene	Larson, Dean Gordon
Evans, Robert Eugene	Latherow, Joan Lenore
Finch, Rosalie Janette	Lavelle, John Broh
Fisher, Rosemary	Lesch, Victor Ray
Ford, Wayne C.	Loftus, Michael Kilburn
Foushee, Jacqueline Rose	Loren, Don Edward
Fullerton, Pauline	Luckenbill, M. Joan
Green, Oliver C.	Maher, Daisy Irene
Gregory, Bill T.	Martin, Ruth Anita
Grinter, Joan Muelder	Mayhew, Rex Eugene
Grove, Patricia Louise	McCord, Norval Delbert, Jr.
Gustafson, Donna Jean	McKone, Catherine Anne
Haddock, Elmer C.	Melchers, Earl Earnest
Hamilton, Charles William	Meyer, Wilbur Lee
Hamilton, Donald K.	Mixer, Lila Mae
Harfst, Ruthe Elizabeth	Mixer, Luella Fern
Harris, Annalee	Moehn, Marilyn Ann
Harris, Robert F.	Moon, Ruth Darnell
Hay, Donna	Morris, Emma Jean
Hendrickson, Kathryn Jean	Morrow, Shirley Anne
Hocraffer, Virgil Dell	Murphey, Marilyn S.
Hodgett, Marjorie Eloise	Nelson, Edmund Lee
Hoesse, Robert A.	Nelson, Richard Lee
Hoover, William Lee	Nixon, Robert William
Hudson, Arthur William	Paesani, Pete A.

PROCEEDINGS

Bachelor of Science in Education (Continued)

Page, Harry L.	Stanforth, Donald Roy
Parks, Marjory Eloise	Stephens, Richard Dale
Peterson, Leighton Smith	Strough, Elizabeth Mae
Potter, Stanley Eugene	Swanson, Wendell L.
Powell, Roberta Ann	Swierczewski, Eugene T.
Provenzano, Dominic Joseph	Switzer, Richard Henry
Reck, Geraldine J.	Taylor, Richard Lee
Reed, Marcia Lou	Thierry, Betty Jean
Riley, Alice Ilene	Turnquist, Nancy Ruth
Riley, Clarence Dean	Vorreyer, Warren J.
Robeson, A. Ordelle	Walker, Dorothy Jeanne
Sandstrom, Axel Herbert	Walker, Mary Catherine
Simonson, John Robert	Walterscheid, Juanita C.
Simpson, Evelyn Ann	Webb, Claude Raymond
Smith, Gilbert Glover, Jr.	White, Mary Ellen
Smith, Marjorie Lee	Willard, Harold D.
Springer, Thomas A.	Zaborac, Edward V.

G. Graduates, July 1952

1. Master of Science in Education

Bartlow, James Harley	Palmer, Arthur Wayne
Chick, Vern Leo	Pendergast, Richard William
DiFrancesca, Vincent	Richert, Francis
Epperson, Kenneth Body	Ronketto, John, Jr.
McClain, Elmo Francis	White, John Lee
McKinney, Thomas Patrick	Wilson, Shelby Scott
Moon, Harold Dean	Wood, Fal E.

2. Bachelor of Science in Education

Abolt, Andrew Dean	Horn, Evelyn Elenor
Ackman, James L., Jr.	Howard, Glenna Marie
Anderson, Gerald Reed	Ivie, Opal Haner
Aten, Ferrol Eugene	Johnson, Clarice Bushnell
Berry, Charles W.	Lamb, Benjamin S.
Bird, Helen Marie	Lamb, John Schafer
Blackman, Margery Dean	Logan, Mary E.
Buntin, Kathryn Webb	Miner, Edna
Cain, Joanne Adelaide	Olsen, Elsa Christine
Callahan, James Francis	Orman, Velma L.
Carlson, Ruth E.	Privula, Samuel A.
Ellison, Selia S.	Rhoades, Lyndell R.
Fischer, Clarence G., Jr.	Robinson, Charles Richard
Hatfield, Gertrude E.	Rynes, Myrtle B.
Hoelscher, Charles W.	Sestak, Michael Edward

TEACHERS COLLEGE BOARD

Bachelor of Science in Education (Continued)

Shive, James William
Stoik, Lloyd Palmer
Tesch, Winnifred

Trimpe, Dale Wilbur
Williams, Edythe K.
Zook, Patricia Ann

H. Graduates, August 1952

1. Master of Science in Education

Asbell, Wayne Edgar
Bagley, Elizabeth Sue
Bates, Paul Edward
Bleicher, Sheldon Jay
Bowman, Willis Stuart
Brinkman, Ruby Sloan
Case, Wilfred Calvert
Cook, Leta M.
Davis, Wallace
Dufelmeier, Arthur James
Edgingfield, Russell Dale
Epperson, Dorothy Lorraine
Eshleman, Blanche Rossmund
Evans, Robert Clark
Ford, Warren Edward
Fullmer, Daniel Warren
Hansen, Milo H. C.
Hardy, Howard Heil
Horton, Clara Jane
Howard, G. Jlee
Jameson, Gordon Peter

Johnson, Donald Eugene
Jones, Joseph Anthony
Lindsay, Erma Pearce
Long, Roland George
Martin, Stephen
McInerney, Francis Joseph
Mussatto, Thomas Louis
Murphy, John Patrick
Myers, Vivian Ward
Petersen, Warren Joachim
Reed, William Harold
Shaffer, Ellis Swane
Stokes, Dwight T.
Turner, Samuel Everett
Utsinger, Loren Thomas
Weaver, Russell Edison
Whidow, Ewin Denzil
Winter, Hermon Eugene
Zoia, Anthony John
Zoumbas, Mary Agnes

2. Bachelor of Science in Education

Avila, William D.
Bartlett, Reva L.
Beecher, Norbert J.
Boyle, Leo William, Jr.
Brodd, John Duane
Bunnell, George
Cary, Larry Lee
Cook, Walter Orin
Crater, Helen C.
Curless, Marie K.
Gazda, George Michael
George, Mae Helmes
Gorman, Bernice E.
Gregory, Leonora Holzer
Hagaman, Verna Marie

Hettick, Alice Anne
Jackson, Gertrude D. Sherrill
Kiesig, John G.
Kostas, Peter
Kottwitz, Harold E.
Kramm, Samuel Everett
Litchfield, Marian
Miller, Mary Lorena
Mortier, Joseph F.
Neuneker, Rose Marie
Petrilli, John Joseph
Portlock, Robert Eugene
Rife, Thomas Leo
Robinson, Marie L.
Robinson, Paul E.

PROCEEDINGS

Bachelor of Science in Education (Continued)

Ross, Betty Jean
 Sallee, Carol May
 Shanklin, Anna Louise
 Shover, Stanford R.
 Soderstrom, Karyn E.
 Switzer, Inez Jackson

Werzel, Genevieve Pollock
 Whiteley, Norman Smith
 Wicker, Edith
 Wilson, Karl Harry
 Yarbrough, Clinton M.

I. In Absentia, May 1952

1. Bachelor of Science in Education

Elmore, Gilbert A.
 James, Marilyn Underwood
 Johnson, Mary Louise
 Johnson, Richard Theodore
 Jones, Rodney Elner
 LaMond, Bette Lou
 Lochow, Elmer E.
 Martin, Reinhold Ilmar

Mercer, Charles William
 Moore, George Lewis
 Pease, Edward J.
 Quinlan, William James
 Ross, Howard Austin
 Squires, Thomas Hayden
 Voiles, Mary Best
 West, John Stillman

J. Cost of operating the college for the year beginning July 1, 1951 and ending June 30, 1952, not counting permanent improvements, major repairs, or auxiliary enterprises:

1. Spent from State Funds and Income Funds. . \$1,255,175.33

2. Per Capita Cost

	Qr. Hr. Enroll- ments	Equivalent in 48 Qr. Hr. Enrollments
First Summer Term 1951	6,120	127
Second Summer Term 1951	4,880	102
Fall Quarter 1951	20,464	426
Winter Quarter 1951-52	18,792	393
Spring Quarter 1952	18,060	376
Extension 1951-52	4,044	84
Total	72,360	1,508

$$\$1,255,175.33 \div 1,508 = \$832.34$$

The foregoing is the plan of figuring the per capita cost agreed upon by the presidents and registrars of the five state teacher-education institutions on February 2, 1951.

The per capita cost last year was \$600. The increase of \$232.34 is due to two causes: (1) The total amount of money expended the previous year was \$1,008,000. (2) Also, the

TEACHERS COLLEGE BOARD

number of equated students was greater, being 1,680.

If we used the same number of students this year as last, our per capita cost, even with the increase in expenditures, would be \$747.12, or an increase of \$147.12 instead of \$232.34. Practically all of the increase in operating the college is due to increases in personal services for faculty and nonacademic personnel.

II. FACULTY

A. Resignations

1. Mr. William L. Carter, Instructor in the Laboratory School (Mathematics), resigned at the close of the first summer term, July 15, 1952, to accept a position in Guam.
2. Miss Dorothy McNeill, Instructor in the Laboratory School (Physical Education), resigned at the end of the second summer term to accept a position in California at a higher salary. Miss McNeill had previously been granted leave of absence without salary for 1952-53.

B. Leave of Absence

1. Dr. John S. McVickar, Head of the Department of Agriculture, requested a leave of absence without salary from June 22, 1952 to September 1, 1953 in order to enroll at Michigan State College for special work in soil and water conservation.

C. Replacements

1. Miss Rose Nahra was employed, effective September 1, 1952, as Instructor in Physical Education (Laboratory School) to replace Miss Dorothy McNeill. Her salary is \$400 per month. Miss Nahra's degrees are: B.S., Michigan State College; M.S., University of Minnesota. Her experience includes high school teaching in Mt. Clemens, Michigan; Y.W.C.A. adult physical education work; camp counseling. This is a one-year appointment.
2. Mr. Robert E. Riedel was employed, effective September 1, 1952, as Instructor in the Department of Agriculture at \$460 per month to replace Dr. McVickar. This is a one-year appointment. Mr. Riedel received the B.S. degree from Ohio University and the M.S. from the University of Illinois.

PROCEEDINGS

3. Mr. James W. Shive was employed, effective September 1, 1952, as Faculty Assistant in the Department of Audio-Visual Education at \$150 per month. Mr. Shive received the B.S. degree from Western Illinois State College and is enrolled as a part-time graduate student. He will have charge of the sound system for all college functions and assist Mr. Roberts in the departmental work.
4. Dr. Margaret M. Duncan was employed as Associate Professor in the Department of Physical Education, beginning September 1, 1952, at \$540 per month to replace Miss June Sebree, who is on sabbatical leave. Miss Duncan's degrees are: B.S., M.S., University of Washington; Ed.D., Teachers College, Columbia University. She has also done graduate work at the University of Oregon, University of California, University of Missouri, and University of Illinois. She has had teaching experience at the University of Washington, University of Oregon, University of Missouri, Columbia University, and Illinois State Normal University.
5. Mr. Rupert W. Wells, Jr., was employed as Assistant Professor in the Laboratory School (Mathematics), effective September 1, 1952, to replace Mr. William Carter, resigned. His salary is \$450 per month. He received the B.S. degree from Guilford College and the M.A. from George Peabody College for Teachers. He has completed 40 semester hours toward the doctorate at Peabody and Woman's College of the University of North Carolina. He has had junior high and high school teaching experience in the public schools of Beulaville, N.C.; Oklahoma City, Oklahoma; and Greensboro, N.C.
6. Mrs. Bonnie Scott Lynch was employed as Faculty Assistant in the Laboratory School, effective September 1, 1952, to assist in the kindergarten. Mrs. Lynch received the B.S. degree from Western and has had one year of teaching experience in the public schools. Her salary is \$100 per month.
7. Mrs. Jean Morrow, who holds the A.B. degree from Park College and the M.S. from the State University of Iowa, was employed beginning September 1, 1952 to teach one class in the Department of Biological Science. It was necessary to provide an additional section in Biology 120 due to the large enrollment in this field. Mrs. Morrow's salary is \$125.00 per month.

TEACHERS COLLEGE BOARD

D. Summer School Changes

1. Miss Lucile Neu, Assistant Professor, was employed for one month of the second summer term at her regular salary of \$475 per month to assist with book removal (70,000 volumes) and library service in preparation for the remodeling of the library.

E. Adjustment in Salary

1. The salary of Mr. Leslie J. VanEtten, Assistant Professor of Agriculture, was increased from \$510 to \$550 per month, effective September 1, 1952, due to the additional duties he will have as acting head of the department during the absence of Dr. McVickar. His salary will revert to \$510 (plus whatever increase may be granted) for 1953-54.

III. OTHER EMPLOYEES

A. Resignations

1. Mr. Peter R. Bakas, Junior Purchasing Assistant, resigned effective July 31, 1952, to accept the position of Assistant Business Manager at Illinois State Normal University. His salary at Western was \$300 per month.
2. Mr. Arthur Hudson, Student Worker, resigned July 31, 1952. His salary was \$130 plus \$30 maintenance.

B. Leave of Absence

1. Mr. Wendell Swanson, Faculty Assistant in the Print Shop, received orders to report for induction into military service and requested a leave of absence until such time that he is discharged. Mr. Swanson's final date of employment at Western was July 31. His salary was \$325 per month.

C. Disability Leave

1. Mrs. Irene Wear, Laundress, was on disability leave from May 15 until September 8, 1952.
2. Mr. Elbert Leighty, Janitor, was on disability leave from May 15 until July 16, 1952.
3. Mr. Earl Graves, Watchman, went on disability leave as of September 1, 1952.

D. Replacements:

1. Mrs. Thora Paul DiFrancesca, R.N., was employed

PROCEEDINGS

for one-half month, August 16 to August 31, at the rate of \$250 per month in the Health Office, replacing Mrs. Helen Herndon, who left the employ of the college as of July 15, 1952.

2. Mrs. Wilma L. Bean, R.N., was employed as Health Service Nurse for three months beginning September 1, 1952 to replace Mrs. Helen Herndon. Her salary is \$150 per month for one-half time work.
3. Mr. Leon George was employed as Maintenance Carpenter at \$240 per month beginning June 1, 1952. This is a temporary appointment for six months.
4. Mrs. Mabel Day was employed as Maid for three months beginning May 16, 1952 at \$140 per month plus \$10 maintenance. She replaced Irene Wear who was on disability leave.
5. Mr. Herman R. Koester, Jr., was employed July 16, 1952 to replace Mr. Peter R. Bakas as Junior Purchasing Assistant. His salary is \$300 per month. Mr. Koester received the B.S. degree from Western in May 1952.
6. Miss M. Elizabeth Wallsmith was appointed Assistant Residence Hall Director for Caroline Grote Hall, beginning September 1, 1952, to replace Miss Dunmore, resigned. Miss Wallsmith received the B.S. degree from Ohio State University. Her salary is \$275 per month plus \$50 maintenance.
7. Mr. Rolland Parkins was employed as Painter, effective September 1, 1952, to replace Ray Stookey, retired. He receives the prevailing rate of \$1.75 per hour, which is \$303.33 per month.
8. Mrs. Mary Ferne Lewellin was employed, beginning September 1, 1952, as Kitchen Helper to replace Mrs. Bessie Crain, retired. Her salary is \$140 per month plus \$10 maintenance.
9. Mr. Robert Williams was employed as Student Worker, beginning September 1, 1952, to assist with the laundry work in Grote Hall, replacing Arthur Hudson. Mr. Williams received \$95 per month plus \$30 maintenance.
10. Mr. Dean Abolt was employed beginning September 16, 1952 as Faculty Assistant in the Print Shop at \$100 per month. He is a part-time graduate student. Mr. Abolt replaced Wendell Swanson, who is on military leave.

TEACHERS COLLEGE BOARD

E. Adjustments in Salary

1. At the June 23, Board meeting the salary of Gervase R. DeHaven, Electrician, was given as \$4,959 for the twelve months beginning July 1, 1952, which was based on a prevailing rate of \$2.375 per hour. In checking it was found the prevailing rate for electricians was \$2.35 per hour which reduced his salary to \$4,906.80 for twelve months, or \$408.90 per month. On September 1, 1952 the prevailing rate was increased to \$2.46 per hour, which increased Mr. DeHaven's monthly rate from \$408.90 to \$426.40.

F. Additions to Substitute Teacher List

1. Thora Paul DiFrancesca, R.N.
2. Gladys Elizabeth Thistlethwaite, A.B., State University of Iowa; additional undergraduate work at Iowa State Teachers College and Central Missouri State Teachers College; graduate work, Western Illinois State College.
3. Clara Horcasitas Harley, B.S., New Mexico State Teachers College; A.M., University of Denver.
4. Margaret Wilson Cordell, B.S., Florida State University.

G. Vacation Policy

1. There are no nonacademic employees at Western whose assignment of duties at the present time qualify them for vacation in accordance with Section 5-B-2 of the Policy Relating to Employee Benefits, University Civil Service System of Illinois, as approved by the Board on June 23, 1952.

IV. ORGANIZATION

Western's Third Religious Emphasis Week was held the week of September 21, 1952. During this period we have several outstanding people in the field of religion from different denominations on campus; they hold conferences, talk to various organizations, have one general assembly, and in some cases talk to certain classes. This work is organized and under the supervision of the Committee on Student Welfare and is conducted by the individual who has charge of our United Student Christian Foundation, Mr. Hugh Crouch. He informs me that during the four-day session in 1952 the attendance at the various meetings totaled 4,367.

PROCEEDINGS

We merely wish to call to the attention of the Board that there is a decided interest both on the part of the students and the faculty in this type of program as evidenced by an attendance as large as the foregoing.

V. CURRICULUM

No report.

VI. BUILDINGS AND GROUNDS

- A. The site work, blacktopping, and grading, which was originally part of the Morgan Gymnasium Addition project, has all been completed with the exception of the blacktopping.
- B. The contract for the remodeling of the Library, in order to practically double the capacity of the room, which the state architects had estimated would cost from \$65,000 to \$80,000, was awarded for \$59,230.
- C. The sandblasting, tuckpointing, and waterproofing of the Administration Building and the Public Relations Building, which it was estimated would require from \$25,000 to \$35,000, was contracted for on October 1, at \$23,578.
- D. Bids were opened on October 14, for the rewiring, heating, and ventilation of Morgan Gymnasium. The estimate for this work was \$70,000. The lowest bid was \$63,648.

The funds for projects described in B, C, and D will come from Senate Bill #771 (rehabilitation).

VII. AUXILIARY ENTERPRISES

- A. Report of the Cafeteria for the year ending June 30, 1952:

Earned Income

Sales:		
Regular	\$ 39,920.40	
Special	<u>1,253.25</u>	
Total Sales		\$41,173.65
Adjustment for Accounts Receivable:		
Accounts Receivable 6/30/52	0.00	
Accounts Receivable 7/1/51	<u>0.00</u>	<u>0.00</u>
Total Earned Income		41,173.65

Cost of Goods Sold

Beginning inventory, 7/1/51	2,897.22
Purchases	\$ 23,136.95

TEACHERS COLLEGE BOARD

Cost of Goods Sold #34 cont'd

Adjustment for Accounts Payable:			
Accts. Payable 7/1/51	\$1,093.48		
Accts. Payable 6/30/52	<u>0.00</u>	(1,093.48)	<u>22,043.47</u>
Goods Available for Sale			24,940.69
Less: Ending Inventory 6/30/52			<u>4,245.33</u>
Cost of Goods Sold			<u>20,695.36</u>
Gross Profit			20,478.29
<u>Expenses</u>			
Personal Services:			
Regular	11,220.00		
Student	<u>7,770.61</u>		18,990.61
Contractual Services:			
Exterminating Services	36.00		
Repair & Main. of Equipment	<u>158.45</u>		194.45
Commodities:			
Household & Cleaning Supplies	1,051.81		
Ice	<u>239.39</u>		<u>1,291.20</u>
Adjustment for Accounts Payable:			
Accounts Payable 7/1/51	0.00		
Accounts Payable 6/30/52	<u>0.00</u>		<u>0.00</u>
Total Expenses			<u>20,476.26</u>
Net Profit			2.03

B. Report of Caroline Grote Hall for year ending June 30, 1952:

<u>Earned Income:</u>	<u>Dormitory</u>	<u>Dining Room</u>	<u>Total</u>
Room and Board	<u>\$20,257.00</u>	<u>\$ 53,181.21</u>	<u>\$ 73,438.21</u>
Adjustment for Overpayment:			
Overpayment 7/1/51	540.00	1,309.00	1,849.00
Overpayment 6/30/52	<u>494.00</u>	<u>1,190.00</u>	<u>1,684.00</u>
	46.00	119.00	165.00
Adjusted Earned Income	<u>20,303.00</u>	<u>53,300.21</u>	<u>73,603.21</u>
Adjustment for Accts. Receivable:			
Accts. Receivable 7/1/51	176.50	374.00	550.50
Accts. Receivable 6/30/52	<u>3.00</u>	<u>164.00</u>	<u>167.00</u>
	(173.50)	(210.00)	(383.50)
Total Earned Income	<u>20,129.50</u>	<u>53,090.21</u>	<u>73,219.71</u>

PROCEEDINGS

Cost of Goods Sold:

Beginning Inventory 7/1/51	3,271.52	3,271.52	
Purchases	20,326.33	20,326.33	
Adjustment for Accounts Payable:			
Accounts Payable 7/1/51	1,546.83	1,546.83	
Accounts Payable 6/30/52	1,033.81	1,033.81	
Adjusted Accounts Payable	(513.02)	(513.02)	
Adjusted Purchases	19,813.31	19,813.31	
Goods Available for Sale	23,084.83	23,084.83	
Less: Ending Inventory 6/30/52	2,671.38	2,671.38	
Cost of Goods Sold	20,413.45	20,413.45	
Gross Profit	20,129.50	32,676.76	52,806.26

Expenses:

Personal Services:			
Regular	9,838.68	14,058.57	23,897.25
Student	4,696.50	14,169.50	18,866.00
	14,535.18	28,228.07	42,763.25
Contractual Services:			
Extermination Service	46.50	46.50	93.00
Repair and Maintenance of			
Furniture and Fixtures	896.02		896.02
Repairs to Machinery	179.78		179.78
	1,122.30	46.50	1,168.80
Commodities:			
Household Supplies	116.34	132.60	248.94
Ice		91.25	91.25
Laundry Supplies	84.77	84.77	169.54
	201.11	308.62	509.73
Adjustment for Accounts Payable:			
Accounts Payable 7/1/51	357.40	2.50	359.90
Accounts Payable 6/30/52		54.00	54.00
	(357.40)	51.50	(305.90)
Total Expenses	15,501.19	28,634.69	44,135.88
Net Profit	4,628.31	4,042.07	8,670.38

VIII. STUDENT LIFE

- A. Forty-five out of the eighty members of Western's marching band are freshmen.
- B. Out of the 496 freshmen, fifty-three per cent are attending Western on Teachers College Scholarships.
- C. The first meeting of the Campus Leaders was held Tuesday evening, October 14, at which time general campus problems dealing with students were discussed.

TEACHERS COLLEGE BOARD

Many worth-while suggestions were made by the student representatives of the various campus organizations.

- D. The Homecoming Committee and the various student groups have plans well under way for activities in connection with Western's Thirtieth Annual Homecoming to be held October 30-November 2.

IX. MISCELLANEOUS

The bronze plaque for the Classroom Addition to Morgan Gymnasium, which was approved for purchase by the Board On September 24, 1951, was delivered and placed in the building the first week in October 1952.

X. SUMMARY

The approval of the Teachers College Board is requested for the following recommendations:

- A. The lists of Teachers College Scholarship students for the First Summer Term and the Second Summer Term 1952.
- B. The lists of Military Scholarship students for the First Summer Term and the Second Summer Term 1952.
- C. The lists of graduates for May, July, and August 1952.
- D. The resignation of Mr. William L. Carter, Instructor in the Laboratory School.
- E. The resignation of Miss Dorothy McNeill, Instructor in the Laboratory School.
- F. The leave of absence without salary for Dr. John S. McVickar, Professor of Agriculture, from June 22, 1952 to September 1, 1953.
- G. The appointment of Miss Rose Nahra as Instructor in the Laboratory School (Physical Education), effective September 1, 1952, at \$400 per month.
- H. The appointment of Mr. Robert E. Riedel as Instructor in Agriculture, effective September 1, 1952, at \$460 per month.
- I. The appointment of Mr. James W. Shive as Faculty Assistant in Audio-Visual Education, effective September 1, 1952 at \$150 per month.
- J. The appointment of Dr. Margaret M. Duncan as Associate Professor of Physical Education, effective September 1, 1952, at \$540 per month.

PROCEEDINGS

- K. The appointment of Mr. Rupert W. Wells, Jr., as Assistant Professor in the Laboratory School (Mathematics), effective September 1, 1952, at \$450 per month.
- L. The appointment of Mrs. Bonnie Scott Lynch as Faculty Assistant in the Laboratory School (Kindergarten), effective September 1, 1952, at \$100 per month.
- M. The appointment of Mrs. Jean Morrow as Instructor in Biological Science, effective September 1, 1952, at \$125 per month for one-fourth time work.
- N. The employment of Miss Lucile Neu, Assistant Professor on the Library staff, for one month of the Second Summer Term at \$475.
- O. Adjustment in salary from \$510 to \$550 per month for Mr. Leslie J. VanEtten, effective September 1, 1952, to compensate for additional duties as department head.
- P. The resignation of Mr. Peter R. Bakas effective July 31, 1952.
- Q. The resignation of Mr. Arthur Hudson effective July 31, 1952.
- R. Military leave of absence for Wendell Swanson beginning August 1, 1952.
- S. The employment of Mrs. Thora Paul DiFrancesca as Health Service Nurse for one-half month, August 16 to August 31, 1952, at \$250 per month.
- T. The employment of Mrs. Wilma L. Bean as Health Service Nurse for three months beginning September 1, 1952 at \$150 per month for one-half time work.
- U. The employment of Mr. Leon George as Maintenance Carpenter at \$240 per month for six months beginning June 1, 1952.
- V. The employment of Mrs. Mabel Day as Maid (substitute) for three months beginning May 16, 1952 at \$140 per month plus \$10 maintenance.
- W. The employment of Mr. Herman R. Koester, Jr., as Junior Purchasing Assistant, effective July 16, 1952, at \$300 per month.
- X. The employment of Miss M. Elizabeth Wallsmith as Assistant Residence Hall Director, effective September 1, 1952, at \$275 per month plus \$50 maintenance.
- Y. The employment of Mr. Rolland Parkins as Painter, effective

TEACHERS COLLEGE BOARD

September 1, 1952, at \$303.33 (prevailing rate) per month.

- Z. The employment of Mrs. Mary Ferne Lewellin as Kitchen Helper, effective September 1, 1952, at \$140 plus \$10 maintenance.
- AA. The employment of Mr. Robert Williams as Student Worker, effective September 1, 1952, at \$95 plus \$30 maintenance.
- BB. The employment of Mr. Dean Abolt as Faculty Assistant, effective September 16, 1952, at \$100 per month.
- CC. Adjustments in salary for Gervase R. DeHaven, Electrician, to \$408.90 per month effective July 1, and to \$426.40 per month effective September 1, 1952.
- DD. Addition of Thora Paul DiFrancesca, Gladys Elizabeth Thistlethwaite, Clara Horcasitas Harley, and Margaret Wilson Cordell to the substitute teacher list.

Respectfully submitted,

B. A. BEU, President

SUPPLEMENT TO REPORT OF THE WESTERN ILLINOIS STATE COLLEGE

MACOMB, ILLINOIS

Meeting in Macomb, Illinois

October 27, 1952

To the Members of the Teachers College Board of Illinois:

The following proposed purchase is submitted for the consideration of the members of the Board:

Farm Truck Sales with specifications as follows:

Platform 24' x 10' full capacity beam or dial head. Minimum total weight capacity 15 tons. Platform to be either wood or concrete and constructed according to Scale Co. specifications. Beam or dial head to be protected by beam box or dial head shelter box.

Scales to be installed parallel with drive south of hog feeding floors. Level of platform shall be as nearly level as prac-

PROCEEDINGS

tical with land to north, east, and west of site. Stock rack to be built for weighing hogs and cattle with minimum height of 5 ft. and gates at each end. Overhead cross braces of minimum 12 ft. to allow for weighing full truck loads of hay. Corner posts of rack to be not less than 4" x 4" and brace materials not less than 2" x 4". All materials in rack to be of durable lumber such as spruce, cyprus or fir. Rack and beam box or dial shelter to be painted two coats of white paint.

All labor and materials needed for excavating for pit, necessary forming for concrete work of footings, walls, and piers and fill for approaches shall be included in the quotations. The pit to be constructed according to the specifications of the Scale Co. with a 3 inch concrete floor with drain.

Bids were received as follows:

Fairbanks-Morse Scale Co., Peoria	\$2,970.94
Howe Scale Co., Bloomington.	3,208.80
Toledo Scale Co., Peoria	3,851.65
Winslow Government Standard Scale Works, Inc., Terre Haute, Indiana	Incomplete Bid

It is recommended that the bid of the Fairbanks-Morse Scale Company be accepted. This will be paid from General Revenue-Equipment funds.

Respectfully submitted,
F. A. BEU, President

REPORT OF THE NORTHERN ILLINOIS STATE TEACHERS COLLEGE

To be presented at the meeting of the
Teachers College Board at Macomb
October 27, 1952

To the Chairman and Members of the Teachers College Board:

Ladies and Gentlemen:

I have the honor to submit the following report:

TEACHERS COLLEGE BOARD

I. STUDENTS

A. Enrollment, Autumn Quarter, 1952

	<u>Men</u>	<u>Women</u>	<u>Total</u>	<u>Total One Year Ago</u>
<u>Undergraduates — full time</u>				
(Includes day and evening classes)				
Unclassified	6	3	9	—
Post Graduates	1	3	4	5
Seniors	149	166	315	362
Juniors	141	189	330	350
Sophomores	142	189	331	348
Freshmen	<u>351</u>	<u>346</u>	<u>697</u>	<u>604</u>
	790	896	1686	1669
<u>Undergraduates — part-time</u>				
Seniors	5	38	43	—
Juniors	3	33	36	—
Sophomores	—	8	8	—
Freshmen	<u>2</u>	<u>5</u>	<u>7</u>	<u>—</u>
	<u>10</u>	<u>84</u>	<u>94</u>	
	800	980	1780	
Evening Classes	—	—	—	<u>116**</u>
				1785
<u>Graduate Students</u>				
Full time	36	10	46	
Part time	<u>117</u>	<u>57</u>	<u>174</u>	<u>—</u>
	<u>153</u>	<u>67</u>	<u>220</u>	<u>108</u>
Total On-Campus Students	953	1047	2000	1893
Extension	<u>26</u>	<u>303</u>	<u>329*</u>	<u>233***</u>
TOTAL, COLLEGE	979	1350	2329	2126
		Duplicates	<u>— 18</u>	
			2311	
McMurry Laboratory School	123	114	235	229

*Of the 329 enrolled in off-campus extension courses, 18 are taking more than one course or are also enrolled in full-time day courses.

**Of the 116 enrolled in evening classes, 7 are duplicates, or students enrolled in more than one class.

***Of the 233 enrolled in off-campus extension courses, 4 are taking more than one course.

PROCEEDINGS

B. Enrollment - Full-time Equivalent on Basis of Fee Payments (Does not include those who have withdrawn and received full refunds)

On Campus	Men		Women		Total		One year ago
	Indivi- duals	Full-time equivalent	Indivi- duals	Full-time equivalent	Indivi- duals	Full-time equivalent	
Graduates	150	91 2/9	66	34 2/3	216	125 8/9	No Record
Undergraduates	797	791 7/9	974	931 7/9	1771	1723 5/9	
Total	947	883	1040	966 4/9	1987	1849 4/9	

Total Extension - full-time equivalent 82% "

C. Extension Enrollment - Autumn 1952-1953

Course	City	Men	Women	Total
Education 551	Joliet	9	12	21
Education 401	Rockford	2	5	7
English 351-353	Downers Grove	2	34	36
Education 406	Freeport	2	30	32
Speech 319-E	Mt. Carroll	-	42	42
Education 300-301	Ottawa	2	24	26
Physical Science 449	Princeton	1	24	25
Biological Science 401	Rockford	2	18	20
Education 300-301	Rockford	-	32	32
Social Science 240	Sterling	4	38	42
Education 341-343	Yorkville	2	44	46
		26	303	329*

*Of the 329 enrolled in off-campus extension courses, 18 are taking more than one course or are also enrolled in full-time day courses.

D. Per capita cost for 1951-1952 (On-campus, including graduates and undergraduates - based on full-time equivalents (16 quarter hours per quarter or 48 quarter hours per year.)

Autumn Quarter, 1951 - total hours' credits earned	29,003
Winter Quarter, 1951-1952 - " " 	24,875
Spring Quarter, 1952 - " " 	25,560
Summer Session, 1952 - " " 	8,843
Extension, 1951-1952 - " " 	<u>1,823</u>
Grand total 	90,109

90,109 ÷ 48 equals 1,877.3 credit hours

Expenditures for 1951-1952 totalled \$1,452,319.67.**

Total expenditures (\$1,452,319.67) divided by credit hours (1,877.3) equals \$773.62, per capita cost for 1951-1952.

**Expenditures do not include permanent improvements, auxiliary enterprises, University Retirement System, expenditures on behalf of the Teachers College Board Office, the University Civil Service System and the Potthoff Study, major repairs and major non-recurring purchases of equipment.

TEACHERS COLLEGE BOARD

E. Summer Scholarship Students, 1952

	<u>Men</u>	<u>Women</u>	<u>Total</u>
	18	82	100
"Quality" of teachers college students -			

The table given below is self explanatory. It is interesting to note that approximately one-third of our students per quarter are scholarship students:

	<u># of state Scholarships</u>	<u>Total full-time students</u>	<u>% of state Scholarships</u>
Autumn Quarter '51	573	1703	33.6%
Winter, 1951-52	555	1570	35.3%
Spring, 1952	527	1491	35.3%
Autumn, 1952	620	1754	35.3%

F. Enrollment, Summer, 1952

	<u>Men</u>	<u>Women</u>	<u>Total</u>	<u>Total One Year Ago</u>
<u>Undergraduates - full-time</u>				
Post-graduates	10	8	18	
Seniors	100	161	261	No
Juniors	46	117	163	record
Sophomores	21	55	76	
Freshmen	<u>16</u>	<u>17</u>	<u>33</u>	
	193	358	551	658
<u>Graduate Students</u>				
Full-time	142	79	221	
Part-time	<u>8</u>	<u>3</u>	<u>11</u>	
	150	82	232	163
TOTAL on-campus students	343	440	783	821
Extension	5	165	170	96
Work Shops	8	107	115	118
Elementary School (McMurry)	<u>88</u>	<u>42</u>	<u>130</u>	<u>138</u>
Total, on and off campus	444	754	1198	1035

G. Breakdown - Summer Session, 1952 Enrollment

<u>Extension</u>	<u>Center</u>	<u>Men</u>	<u>Women</u>	<u>Total</u>
Biological Science 405	Oregon	2	28	30
Social Science 240	Elizabeth	-	21	21
Earth Science 240	Elizabeth	-	19	19
Earth Science 355	Dixon	1	16	17
Earth Science 355	Cambridge	1	9	10
Phys. Educ. 222-306	Morrison	1	37	38
Phys. Educ. 300-301	Morrison	<u>-</u>	<u>35</u>	<u>35</u>
		5	165	170

PROCEEDINGS

Workshops

Biological Science 304 (Health Education)	Moline	4	47	51
Education 329	Elgin	1	51	52
Education 429 (Principals & Adm.)	DeKalb	<u>3</u>	<u>9</u>	<u>12</u>
		8	107	115

H. The students whose names are listed below completed the requirements for graduation at the close of the summer session, July 31, 1952.

Degree - Master of Science in Education

John Merle Ambrosius	Educ. - Administration	Harvard
Norman Lee Biggs	Biological Science	Batavia
Jerome Lorado Covay	Educ. - Administration	Harvard
Mary Isabel Davies	Educ. - Administration	Wheaton
Elsie Findlay Gregory	Educ. - Administration	Wheaton
Joseph Samuel Gullo	Biological Science	Chicago
Veronica Bennett Rauworth	Educ. - Elem. Sch. Tchrs	DeKalb
Leo Remsey	Educ. - Administration	DeKalb
Morris Rubenstein	Biological Science	Chicago
Harold N. Siedenbure	Educ. - Administration	DeKalb
Violet M. Strawn	Educ. - Administration	Irene
Kenneth Underwood	Educ. - Administration	Lansing
Robert J. Vidimos	Educ. - Secondary	Gary, Indiana
Willard Carl Widerberg	Educ. - Administration	DeKalb

Degree - Bachelor of Science in Education

Marguerite Christine Aldus	Physical Education	Springfield
Georgia Dorothea Almcrantz	Early Elementary	Marseilles
Mary J. Anderson	Later Elementary	Elgin
Nordis A. Arneberg	Later Elementary	Rhineland, Wis.
John B. Ashton	Industrial Arts	Aurora, Ill.
Catherine Margaret Astrouski	Early Elementary	Kenwau
Evelyn Marie Baker	Later Elementary	Hampshire
Marjorie Ellada Baker	Later Elementary	Hampshire
Rosemary Priscilla Balen	Later Elementary	Chicago
Ellen Margot Bartels	Early Elementary	Oak Park
Jane Carolun Baxter	Early Elementary	Princeton
Lennart Benson	Physical Education	Chicago
Julius E. Brasini	Physical Education	Mishawaka, Indiana
Dorothy Claire Brown	Early Elementary	Libertyville
Garadkine O. Carey	Physical Education	Waukegan
Arthur Bernarr Carpenter	Industrial Arts	DeKalb
Patricia Jane Chadwick	Early Elementary	Aurora
Raymond Joseph Clewell	Physical Education	LaGrange Park
Florence M. Colby	Later Elementary	Crystal Lake

TEACHERS COLLEGE BOARD

Danae Aristotle Collias	Early Elementary	Chicago
Wayne Lewis Contrady	Later Elementary	DeKalb
Marian A. Contro	English	Hampshire
George John Czarny, ...	Later Elementary	Chicago
Jean Margaret Demichelis	Early Elementary	Cherry
Dawn Margaret DeWolf	Early Elementary	Woodstock
Neita M. Duncan	Later Elementary	Sycamore
Gertrude Engelhardt	Later Elementary	Lombard
Elaine England	Physical Education	Franklin Park
Marjorie Alcock Evans	Early Elementary	DeKalb
Grances H. Gilbert	Early Elementary	Sycamore
Edna Rosetta Gossel	Later Elementary	Rock Falls
Lavina Jansen Gosswiller	Early Elementary	Glen View
Gladys Edwards Gunther	Early Elementary	Chicago
Barbara Gardner Gustafson	Later Elementary	Sycamore
Muriel June Hammond	Zoology	DeKalb
Cleo H. Hart	Early Elementary	Lee
Hazel Helen Hartman	Early Elementary	Naperville
Nancy Helen Henderson	Later Elementary	Chicago
Irene Bates Herrmann	Early Elementary	Rochelle
James Huffman Jacobsen	Industrial Arts	Chicago
Joyce Lund Jefferson	Later Elementary	Rochester, Ind.
Helen A. Johns	Later Elementary	Hebron
Orville M. Jones	Physical Education	DeKalb
Richard Donald Jones	English	Chicago
Mary Gemeny Kelso	Early Elementary	Chicago
Florence Kent	Early Elementary	Aurora
Veronica Cecelia Konka	Early Elementary	Aurora
Jeanne Marion Kral	Later Elementary	Berwyn
Walter Kroll	Physical Education	Chicago
Franklin Eugene Kruger	Fine Arts	Rockford
Marian Gould Lambert	Later Elementary	Aurora
Albert William Larson	Zoology	Chicago
Louis John Lekovich	Later Elementary	Chicago
Russell L. Leopold	Zoology	Sycamore
Roger D. Lindeman	General Science	Rockford
Peter Thomas Lohr	Music	Muscatine, Iowa
Edward Fredric Lutsch	Zoology	Chicago
Rae Schofer McCabe	Later Elementary	Moline
Joan Carole McCarthy	Early Elementary	Chicago
Raymond Thomas McDonald	Physical Education	Oak Park
Bertha Guse Meyer	Early Elementary	Marengo
Jane Terese Miaso	Early Elementary	Cicero
Dan Mojica	Physical Education	Chicago
Robert Paul Muehlenbeck	Earth Science	Kenosha, Wis.
Emest Nicholas Neokos	Speech	Chicago

PROCEEDINGS

Elizabeth L. Newbauer	Later Elementary	Hinckley
Jack Edward Norling.	Industrial Arts	Chicago
George N. Ohs	Industrial Arts	Chicago
Marcia Louise Otterbacher	Early Elementary	Zion
Mary Pielli	Later Elementary	Chicago
Robert Charles Polson	English	DeKalb
Edgar J. Prettyman	Later Elementary	Wyand
Matilda Antonia Razmo	Later Elementary	Chicago
Nancy F. Reeser	Early Elementary	DeKalb
Marie Catherine Rigoni	Early Elementary	Dolton
Nannie Rollins	Later Elementary	Elburn
Gertrude Frances Ronan	Early Elementary	Aurora
Alan Miles Rumley	Later Elementary	Princeton
Gordon Donald Seastrom	Later Elementary	St. Charles
Marilyn Bowen Simms	Physical Education	Plano
William Melvin Sims	Industrial Arts	Chicago
June Bilek Spevak	Early Elementary	Chicago
Janet Stewart	Early Elementary	Dundee
Lawrence Dale Timmer	Industrial Arts	Forreston
William E. Wenger	Industrial Arts	Stockton
A. J. Whitfield	Physics	Sandwich
Carl Adam Zdeb.	Physical Education	Chicago

Bachelor's degrees conferred in June	294
Bachelor's degrees conferred in July	<u>87</u>
Total bachelor's degrees, 1952	381
Master's degrees conferred in June	14
Master's degrees conferred in July	<u>14</u>
Total master's degrees, 1952	28
Total degrees conferred, 1952	<u>409</u>

II. FACULTY

1. Promotions as listed in the April and May, 1952 reports:

The following faculty members have presented transcripts of graduate work which show that they have qualified for their promotion from Instructor to Assistant Professor as listed in the 1952-1953 faculty payroll:

Baker, Charles - Music (on leave 1952-1953)
Brauel, Patricia - Director of Williston Hall
Froom, William - Assistant Director, Public Relations
(on leave 1952-1953)
James, Eugene - English
Kahler, Robert - Physical Education
Prior, Paul - Biological Science

TEACHERS COLLEGE BOARD

Sohne, John - Physical Education

Winn, Jerome - Physical Education

Mr. Reynolds Whitney, Department of Music, was unable, due to circumstances beyond his control, to complete the necessary number of semester hours of graduate work and will be classified as instructor instead of assistant professor.

2. Retirement

Miss B. Mae Small, assistant professor, Department of English, has requested retirement, effective September 1, 1952. Miss Small will be sixty-eight years of age on May 19, 1953 and has served the college for 26 years. Because it was impossible to find a replacement for her at this time and because she has taught a course in children's literature that has been her specialty, Miss Small will continue to teach this course during the autumn quarter at a salary of \$130 per month, or one-fourth of the amount her salary would have been, had she remained on the staff. We should like to suggest that Miss Small's retirement be approved and that she be paid for teaching one course during the autumn quarter, only.

3. Resignations

Dr. F. W. House, associate professor, Department of Business Education, to accept a position at the University of Nebraska, effective August 2, 1952.

Miss Ila Karr, librarian, to accept a position at Illinois State Normal University, effective August 2, 1952.

Miss Elizabeth Seeger, director of Adams Hall, to accept a position as assistant dean of women at Kent State University, Kent, Ohio, effective at the close of the summer session, 1952.

4. Leave of Absence Without Salary

Miss Christine Niekamp, college nurse at McMurry Laboratory School for the college year 1952-1953 without salary to continue her graduate study at the University of Michigan.

5. Correction in April 21, 1952 Board report

In the March 17, 1952 report, the salary for Mrs. Isabel Cash, assistant dean of women, was listed as \$230 per month on a half time basis which totals \$2760 for 12 months. In the April 21 board report, Mrs. Cash's salary was inadvertently listed at \$2550 for 12 months, making a monthly salary of \$212.50 - page 19. We should like to correct the

PROCEEDINGS

April 21 report to read \$230 per month or \$2760 for 12 months on a half time basis.

6. Exchange Teacher

On Page 4 of the May 19, 1952 board report, approval was requested for acceptance of an exchange teacher from England to replace Mrs. Gladys Philpott, instructor, Department of Education, providing the exchange was satisfactory to Northern Illinois State Teachers College and the foreign college. This exchange was arranged late in May through the department in Washington. Mrs. Philpott is now teaching at the Training Centre, Jordanhill, Glasgow, Scotland, receiving her regular salary from Northern.

Miss Margaret Fyfe, a British subject, instructor at the Jordanhill Training Centre in Glasgow, is teaching the courses Mrs. Philpott would have taught here. Miss Fyfe is receiving her regular salary according to an arrangement made by the British government and the exchange division of the department in Washington. Her credentials were approved by the Department of Education at Northern and she has been on the campus since September 1. She is a regular member of the faculty for the college year 1952-1953 and has adjusted readily and easily to her work here.

7. Replacements - Regular Year 1952-1953

Mr. John W. Eaton, assistant professor, Department of Business Education, at a salary of \$4410 for nine months beginning in September, replacing Dr. F. W. House who resigned. Mr. Eaton has his bachelor's degree from Eastern Illinois State College, his master of business administration degree from Indiana University where he has completed one year's work toward his doctorate. He has had experience teaching in high schools and taught for four years as an instructor at the University of Indiana.

Mr. Robert V. Esmond, instructor, Department of English, assistant in Public Relations, at a salary of \$4140 for nine months beginning September 29, replacing Mr. William Fromm, on leave of absence. Mr. Esmond has his bachelor's degree from the University of Wisconsin. He has had practical experience on newspapers and will teach English courses and handle news releases, the college newspaper, and the annual. This is a temporary appointment.

Dr. Franees J. Huey, associate professor, Department of Education, at a salary of \$5040 for nine months beginning in September, replacing Dr. Phyllis Plichta who resigned. Dr.

TEACHERS COLLEGE BOARD

Huey has her bachelor's degree from Milwaukee State Teachers College, her master's degree from the University of Iowa, and her doctorate from New York University. She has had considerable experience teaching in elementary schools from nursery schools to fifth grade and has served as demonstration teacher.

Mr. Joseph Ilika, instructor and fifth grade supervisor, Mc Murry Laboratory School, at a salary of \$4500 for nine months beginning in September, replacing Miss Emily Burton, on leave of absence. Mr. Ilika has his bachelor's degree from Northern Illinois State Teachers College and his master's degree from the George Peabody College of Education. He has had six years' experience teaching on the elementary school level in the schools of Illinois and comes to us from a position in the schools of Mattoon, Illinois where he is on leave of absence. This is a temporary appointment.

Mr. Carroll M. Pike, assistant dean of men, at a salary of \$5640 for twelve months beginning September 1, replacing Mr. Carl Knox who resigned. Mr. Pike has his bachelor's degree from Middlebury College, Vermont, his master's degree from the University of Vermont, and has completed the major portion of his work on his doctorate at Michigan State College. He has had experience as guidance instructor and counselor at Michigan State College, and was resident counselor at State College of Washington. Mr. Pike has had experience (non-teaching) as a camp counselor, worked on a farm, supervised the buying and handling of food for men, and is an army veteran.

Dr. John L. Rowe, associate professor, Department of Business Education, at a salary of \$5400 for nine months beginning in September, replacing Dr. Cleo Casady who resigned. Dr. Rowe has his bachelor's degree from the State Teachers College, Whitewater, Wisconsin, his master's degree from the State University of Iowa and his doctor's degree from Teacher's College, Columbia University. He has had experience teaching in high schools and colleges and comes to us from a position at Columbia University.

Miss Jean L. Wilson, director of Adams Hall, instructor, at a salary of \$3515 for nine and one-half months plus maintenance, replacing Miss Elizabeth Seeger who resigned. Miss Wilson has her bachelor's degree from Drake University and her master's degree from the University of Colorado. She has had teaching experience in the schools of Illinois and comes to us from a position as resident director at Miami University, Oxford, Ohio.

PROCEEDINGS

Mrs. Lucille Aikins, faculty assistant, Department of English, at a salary of \$277.50 per month, replacing Miss B. Mae Small who retired. Miss Aikins is teaching a three-fourths load during the autumn quarter. She has her bachelor's degree from the University of Colorado and has had several years' teaching experience. This is a temporary appointment.

Mrs. Harriet Davy, faculty assistant, Department of English, at a salary of \$185 per month teaching one-half time during the autumn quarter. Mrs. Davy has her bachelor's degree from Rockford College and has taught for many years in high schools. She has helped us on several occasions. This is a temporary appointment, necessitated by an unusually large freshman enrollment.

Mr. William Davis, band instructor, McMurry Laboratory School, faculty assistant, at a salary of \$100 per month on a part-time basis, replacing Mr. Harold Bluhm who resigned. Mr. Davis is "borrowed" from the city schools and is a temporary appointment.

Mrs. Anita Mooney, faculty assistant, nurse at McMurry Laboratory School, at a salary of \$230 per month beginning in September, replacing Miss Christine Niekamp, on leave of absence. This is a temporary appointment.

Mrs. Gertrude Parcells, librarian, instructor, at a salary of \$400 per month beginning in September, replacing Miss Ila Karr who resigned. Mrs. Parcells has her bachelor's and master's degrees from the University of Wisconsin and has had experience teaching in the public schools of Illinois and has worked in the DeKalb Public Library. This is a temporary appointment.

Miss Margaret Jane Tyler, instructor, Department of Education, at a salary of \$4140 for nine months beginning in September. Miss Tyler has her bachelor's degree from the Northern Illinois State Teachers College and her master's degree from New York University. She has had considerable teaching experience in the elementary schools. This is a temporary appointment and was necessitated by an unusually large freshman enrollment.

8. Graduate Assistant

Mr. Ed Lyons, Public Relations Office, at a salary of \$150 per month beginning in December when he expects to finish his baccalaureate work at Northern Illinois State Teachers College. Mr. Lyons is now working as a student helper in

TEACHERS COLLEGE BOARD

this department. Because of the great amount of work in this division, we should like to have Mr. Lyons continue his work after graduation as a graduate assistant.

III. OTHER SCHOOL EMPLOYEES

1. Replacements

William G. Pitcher, Janitor, at \$200 per month as of September 2 to replace Louis C. Lindemann, resigned - 9/6/52.

Ruth M. McDowall, kitchen helper, at \$175 per month as of September 15 to replace Helga Lindelof, resigned - 6/6/52.

Ellyn J. Morton, library clerk III at \$200 per month as of September 16 to replace Donna Long, resigned - 7/31/52.

Marilyn Truckenbrod, Clerk Typist II at \$200 per month as of September 16 to replace Dolores C. Lamb, resigned - 9/15/52.

Edward L. Curran, Food Production Manager, at \$325 per month as of September 22, to replace Frank Smith, resigned - 8/15/52.

Lavonne Jensen, Clerk-Typist I at \$185 per month as of September 29, to replace Mary Concidine, transferred to another department as of 10/1/52.

2. New Positions

Beatrice K. Evans, Clerk II, Gilbert Hall, at \$175 per month as of September 1.

Charles David Saarela, Baker, Gilbert Hall, at \$275 per month as of September 1.

Elizabeth Frances Pinkston, Cook I, Gilbert Hall, at \$185 per month as of September 2.

Ella M. Kujala, Kitchen Helper, Gilbert Hall, at \$175 per month as of September 2.

Mabel E. Olson, Kitchen Helper, Gilbert Hall, at \$175 per month as of September 2.

Irvin Liddick, Janitor, at \$200 per month, Adm. Bldg., 9/2/52.

Peggie B. Warren, Cook I, at \$190 per month, Gilbert Hall, as of September 5.

PROCEEDINGS

Clifford M. Duffy, Cook I, at \$225 per month, Gilbert Hall, as of September 16.

Reed B. Wilkins, Kitchen Labor, Gilbert Hall, at \$200 per month as of September 16.

Selma E. Halstead, Kitchen Helper, Adams Hall, at \$175 per month as of September 21.

3. Change of Status

Harve S. Ruth, Maintenance Equipment Operator, from \$258 to \$265 per month as of September 1.

Ruth Buzzell, Clerk-Stenographer II from \$219 to \$225 as of September 1.

George Noble, Baker, Adams Hall at \$258 to Food Production Manager, Gilbert Hall at \$400 per month as of September 1.

Lillian M. Peterson, Housekeeper, Williston Hall, from \$185 per month to \$200 per month as of September 1.

Inez T. Owen, Clerk-Typist II from \$185 to \$200 per month as of September 16.

Norma J. Walt, Tabulating Operator I from \$225 per month to \$230 per month as of September 16.

Jean Cossart, Tabulating Operator I from \$225 per month to \$230 per month as of September 16.

Clarence Scott, Carpenter, from \$413.25 to \$439.35 per month as of September 1.

Clarence Jacox, Carpenter, from \$413.25 to \$439.35 per month as of September 1.

4. Resignations

Jeanette Siedenbug, Junior Purchasing Assistant, as of September 5.

Katherine Erikson, Clerk-Stenographer II as of September 5.

Louis C. Lindemann, Janitor, as of September 6.

Ann Buchan, Clerk-Typist I as of September 13.

Dolores C. Lamb, Clerk-Typist II as of September 15.

IV. THE ORGANIZATION

No report.

TEACHERS COLLEGE BOARD

V. THE CURRICULUM

a. The General Education Curriculum

A committee on general education has been studying the problem of reorganizing the general education curriculum of the college. A special general meeting of the faculty was held on October 15 to hear a report on the progress of the committee's work.

b. Additions to faculty list for graduate teaching

At the September 21 meeting of the Board, the following faculty members were approved for graduate work. Those listed who do not have doctor's degrees were approved for one year, only.

Department of Biology

Mr. Paul V. Prior - Mr. Prior is a member of the Biology Department and has just completed a year of graduate study at the State University of Iowa. He has completed all requirements for the doctorate except his thesis which is nearly completed. He possesses ninety-six semester hours of graduate credit. We should like to have him approved in order that the graduate program of this department may be carried on without curtailment. He has been recommended by the head of the department.

Department of Business Education

Mr. John W. Eaton - Mr. Eaton has his Master of Business Education degree from the University of Indiana and has completed a total of sixty-six semester hours of graduate work at that institution. In his graduate work he has specialized in the fields of management, finance, and economics. The last four years he taught as an instructor at the University of Indiana and comes to us very highly recommended from that institution. A readjustment of the staff in this department was made necessary late in August because of the request for a release from contract of Mr. Ralph Wilson whose services were engaged in May. Mr. Wilson's successor, Dr. John L. Rowe, though he has his doctorate is not qualified to teach the course in management and finance for he has not concentrated in those areas as has Mr. Eaton. Therefore, approval is asked for Mr. Eaton to teach graduate courses in this field even though he does not have his doctor's degree.

Dr. John L. Rowe - Dr. Rowe has his master's degree from the State University of Iowa and his Doctor of Education degree from Teachers College, Columbia University. He has had experience teaching in the public schools, as well as college. The

PROCEEDINGS

past four years he was on the graduate faculty at Columbia University where he held the rank of Associate Professor. Dr. Rowe's field of specialization is office management and secretarial practice. He is nationally known for his work in the field of teaching typewriting. His books have been published by the Southwestern Publishing Company and the Gregg Publishing Company and currently has two volumes in press.

Education Department

Miss Marguerite O'Brien - Miss O'Brien has her master's degree from Northwestern University and graduate work amounting to ninety-two semester hours from that institution and the University of Chicago. Her specialty is elementary education with particular emphasis in the field of reading. Miss O'Brien taught third grade in our campus laboratory school for sixteen years and the past three years has taught in the Education department. She is well qualified to teach child psychology and courses pertaining to the elementary curriculum.

Dr. J. Frances Huey - Miss Huey has her master's degree from the University of Iowa and a Doctor of Education degree from New York University. She has had fourteen years experience teaching in the elementary school at all levels from nursery school through the fifth grade. Dr. Huey is well qualified to teach graduate work in the fields of psychology and elementary education. She is a new person on our staff replacing Dr. Plichta who was formerly on the graduate faculty.

Speech Department

Dr. D. Kenneth Wilson - Dr. Wilson obtained his bachelor's degree from Western Michigan College of Education, his Master of Science and his doctor's degrees from Purdue University. He is specialized in the field of speech correction. He has taught this field two years in high school, three years at Purdue University, and two years at Washington University. This last summer Dr. Wilson was in charge of a Speech Correction Workshop at Purdue University. He comes to us highly recommended in this field and is well qualified to offer graduate work. The addition of Dr. Wilson to our staff will enable us to offer graduate work in speech correction for the first time.

Department of the Social Sciences

Mr. James Meldrum - Mr. Meldrum has completed all of his residence work for the Ph.D. degree at the University of Chi-

TEACHERS COLLEGE BOARD

cago where he obtained his master's degree in history. His graduate work in that institution totals eighty-six semester hours. Mr. Meldrum is an experienced teacher having taught in the public schools of Illinois both on the junior and senior high-school level and for the past seven years has been a member of the staff of Northern. We should like to have him certified to teach two courses for graduate credit. These courses are Materials and Problems of Highschool Instruction in the Social Sciences and Materials and Problems of Elementary School Instruction in the Social Science. By experience and training Mr. Meldrum is well qualified to teach these two courses.

VI. BUILDINGS AND GROUNDS

Swen F. Parson Library

At the present time indications point toward early opening of the new library. Stacks are being installed and work is moving along quite well. We anticipate "Moving Day" to come within the next two months.

Gilbert Residence Hall

Gilbert Hall opened in September to a capacity student group. The first "social" function was the September faculty meeting which gave the faculty an opportunity to see the residence in operation. At Homecoming time the alumni banquet was held there and Dr. N. C. Gilbert, son of Newell D. Gilbert after whom the residence was named, presented his father's portrait to the college. This portrait hangs in Gilbert Hall.

Painting of the Administration Building

The work of painting the Administration Building has progressed very well and should be finished soon. The building looks "rejuvenated" and many good comments have been heard about its appearance. We hope soon to begin work on remodeling the library quarters to house business education classes and offices for staff which will relieve to some extent the crowded conditions under which it is difficult to work.

Parking

The parking problem has been slightly alleviated by the construction of a new road leading in back of Gilbert Hall from Lucinda Avenue to College Avenue, providing much needed space for cars. This road makes a neat appearance and provides orderly parking.

PROCEEDINGS

VII. AUXILIARY ENTERPRISES

Teachers College Income Fund April 1 to June 30, 1952

RECEIPTS

Balance - April 1, 1952	\$ 7,047.47
Barracks Rental	<u>4,899.34</u>

11,946.81

EXPENDITURES

Personal Services	
Salaries	1,323.00
Contractual Services	
Telephone and Telegraph	27.90
Repair and Maint. of Real Property	284.84
Gas and Electricity	4,949.01
Miscellaneous Utility Services	127.06
Office Expenses	
Miscellaneous Office Expenses	2,596.00
Commodities	
Food Supplies	7.90
Household & Cleaning Supplies	242.35
Equipment	
Miscellaneous Equipment	<u>63.96</u>

9,622.02

June 30, 1952 - Balance - Surplus of Receipts over Expenditures

2,324.79

July 1, 1952 to September 30, 1952

RECEIPTS

Balance - July 1, 1952	2,324.79
Barracks Rental	<u>4,154.31</u>

6,479.10

EXPENDITURES

Personal Services	
Salaries	1,380.24
Contractual Services	
Telephone and Telegraph	18.61
Gas and Electricity	997.33
Miscellaneous Utility Services	260.70
Commodities	
Structural & Maintenance Materials	<u>325.80</u>

2,982.68

September 30, 1952 - Balance - Surplus of Receipts over
Expenditures

3,496.42

TEACHERS COLLEGE BOARD

VII. Northern Illinois State Teachers College, DeKalb Teachers College Board Bond Revenue Fund Cafeteria - Tea Room Profit & Loss Statement July 1, 1951 thru June 30, 1952

Sales:

Cafeteria	88,953.51	
Tea Room	<u>55,515.53</u>	
<u>Total Sales</u>		144,469.04

Cost of Goods Sold:

Inventory, July 1, 1951		4,053.38
Purchases	70,933.76	
Increase in Unrecorded Liabilities	<u>1,481.12</u>	<u>72,414.88</u>
		76,468.26
Less Inventory, June 30, 1952		<u>3,722.99</u>
<u>Cost of Goods Sold</u>		<u>72,745.27</u>
<u>Gross Profit on Sales</u>		71,723.77

Expenses:

Personal Services	46,945.23	
Contractual Services	5,180.21	
Office Expense	147.84	
Commodities other than Food	<u>4,145.93</u>	56,419.21
Expenses - Increase in Unrecorded Liabilities		<u>312.60</u>
<u>Total Expenses</u>		<u>56,731.81</u>
<u>Net Profit on Operations</u>		14,991.96

Other Income:

Student Bond Issue	<u>10,418.00</u>
<u>Total</u>	25,409.96

Other Expenses:

Interest Coupons	1,616.00	
Mailing & Collection Fees	13.60	
Assets Disposed of	<u>1,575.55</u>	<u>3,205.15</u>
Net Profit For Year - July 1, 1951 - June 30, 1952		<u><u>22,204.81</u></u>

PROCEEDINGS

Cafeteria Balance Sheet as of June 30, 1952

Assets

Current Assets:

Cash - Construction Fund		
Cash - T. C. Board Revenue Fund	13,104.32	
Cash - Treasurer Clearing Account	3,512.09	
Cash - Operation & Maint. Fund	21,783.03	
Cash - Interest & Sinking Fund	1,148.93	
Cash - Depreciation Fund	2,424.45	
Cash - Reserve Fund	8,714.55	
Food Inventory - Cafeteria	2,114.04	
Food Inventory - Tea Room	1,608.95	
Accounts Receivable - Cafeteria	404.57	
Accounts Receivable - Tea Room	151.15	
Prepaid Insurance	<u>612.51</u>	
Total Current Assets		55,578.59

Fixed Assets

Building and Equipment	50,851.60	
Office Furniture and Fixtures	305.14	
Household Furniture and Fixtures	9,893.79	
Equip. not otherwise classified	606.00	
Equipment - Tea Room		
Equipment - Cafeteria	<u> </u>	
Total Fixed Assets		<u>61,656.53</u>

<u>Total Assets</u>		<u>117,235.12</u>
---------------------	--	-------------------

Liabilities & Surplus

Current Liabilities:

Reserve for Bond Int. & Retirement	1,013.52	
Accounts Payable - Food - Cafeteria	3,014.93	
Accounts Payable - Food - Tea Room	<u>970.96</u>	
		4,999.41

Deferred Income:

Student Fees	787.00
--------------	--------

Funded Debt:

Bonds Payable	42,000.00
---------------	-----------

Surplus:

Earned Surplus	61,516.09	
Capitol Surplus	<u>7,932.62</u>	
		69,448.71

<u>Total Liabilities and Surplus</u>		<u>117,235.12</u>
--------------------------------------	--	-------------------

TEACHERS COLLEGE BOARD

Mens Residence Hall Profit and Loss Statement July 1, 1951 thru June 30, 1952

Income:

<u>Sales - Food</u>		148,279.44
---------------------	--	------------

Less		
------	--	--

Cost of Food Sales:

Inventory, July 1, 1951		4,706.11
-------------------------	--	----------

Purchases	74,852.57	
-----------	-----------	--

Increase in Unrecorded Liabilities	5,300.36	80,152.93
------------------------------------	----------	-----------

		84,859.04
--	--	-----------

Less: Inventory, June 30, 1952		4,395.51
--------------------------------	--	----------

Cost of Food Sales:

	80,463.53
--	-----------

	67,815.91
--	-----------

Room Rental Income:

	96,174.15
--	-----------

Gross Profit on Operation:

	163,990.06
--	------------

Expenses:

Personal Services	73,686.58	
-------------------	-----------	--

Contractual Services	12,327.64	
----------------------	-----------	--

Commodities Other Than Food	19,993.89	
-----------------------------	-----------	--

Office Expense	5,339.01	
----------------	----------	--

Travel Expense	22.80	
----------------	-------	--

	111,369.92
--	------------

Expense - Increase in Unrecorded Liabilities		619.40
--	--	--------

Total Expenses

	111,989.32
--	------------

Net Profit on Operations

	52,000.74
--	-----------

Other Expenses:

Interest Coupons	38,675.00	
------------------	-----------	--

Mailing & Collection Fees	135.00	
---------------------------	--------	--

Amortization of Bond Issue	975.00	39,785.00
----------------------------	--------	-----------

Net Profit for Year - July 1, 1951 - June 30, 1952		12,215.74
--	--	-----------

	12,215.74
--	-----------

PROCEEDINGS

Mens' Residence Hall Balance Sheet as at June 30, 1952

Assets

Current Assets

Cash - Clearing Account	3,738.31
Cash - Bond Revenue Fund	41,290.56
Cash - Construction Fund	225,513.54
Cash - Operation & Maintenance Fund	24,825.50
Cash - Interest and Sinking Fund	21,152.75
Cash - Reserve Fund	14,000.00
Cash - Depreciation Fund	14,000.00

Total Cash Balances 344,220.66

Inventory - Operation & Maint. - Adams Hall	1,649.37
Inventory - Operation & Maint. - Williston Hall	2,746.14
Inventory - Operation & Maint. - Gilbert Hall	

Total Current Assets 348,916.17

Prepaid Expenses

Prepaid Bond Expense	25,050.00
Prepaid Insurance	

Total Prepaid Expenses 25,050.00

Fixed Assets

Permanent Improvements - Gilbert Hall	916,050.08
Permanent Improvements - Williston	61,653.22
Permanent Improvements - Adams	24,689.28
Household Furniture & Equipment - Adams Hall	1,832.02
Household Furniture & Equipment - Williston Hall	1,784.81
Household Furniture & Equipment - Gilbert Hall	37,573.54

Total Fixed Assets 1,043,582.95

Total Assets 1,417,549.12

Liabilities And Surplus

Current Liabilities

Accounts Payable - Food	7,082.37	
Reserve for Bond Interest & Retirement	876.00	
Deferred Income - Williston	13,190.64	
Deferred Income - Adams		
Deferred Income - Gilbert	1,520.58	22,669.59

Funded Debt

Bonds Payable		1,350,000.00
---------------	--	--------------

TEACHERS COLLEGE BOARD

Balance Sheet as at June 30, 1952 (Continued)

Surplus

Earned Surplus	38,479.53	
Capitol Surplus	<u>6,400.00</u>	44,879.53
Total Liabilities & Surplus		<u>1,417,549.12</u>

VIII. STUDENT LIFE

No report.

IX. MISCELLANEOUS

1. Library Equipment

Permission is requested to purchase additional special equipment for the McMurry Laboratory School which is a part of the Parson Library, to match the equipment to be provided by Remington Rand & Company which has the contract for the Parson Library furniture. Remington Rand has informed us that the necessary equipment can be furnished, using the same specifications as covered by their contract at the same unit price. We should like to place an order with Remington, total cost to be \$6,434.35. If this requisition is approved, it will be charged to a release of \$200,000 from the appropriation for the construction and equipment of the library in which there is an available balance of \$52,430 as of October 15.

2. Blueprinting Machine

Permission is requested to place an order for a blueprinting machine to be used by both the Industrial Arts Department and the Division of Buildings and Grounds. The purchase of this equipment is provided for in the internal budget for 1952-1953. Specifications for the equipment were prepared by the Industrial Arts staff and invitations to bid were sent to Charles Bruning Company, inc., Chicago, C. F. Pease Company, Chicago, and the Paragon-Revolute Corporation, Rochester, New York. Only one bid was received - from the Bruning Company in the amount of \$1,189.09, the other two firms declining to bid as they are engaged in the manufacture of machines larger than specified by us.

3. Additional Lighting

Approval for two additions to contract #6760 with the John T. Maple Company for the exterior lighting of the library area, both additions having been approved by the Division of Architecture & Engineering in commu-

PROCEEDINGS

nications to the Teachers College Board on September 22 and September 26, 1952.

The first addition provides for extension of the lighting system to include the book store area and covers the relocation of seven standards, necessary cables and switches at a cost of \$1,048.

The second addition to the contract provides for the relocation of cables and standards in the immediate library area, due to a material revision in the plans for the landscaping of the area, which revision resulted in the relocation of sidewalks and the removal of a portion of the road in the library-administration building area. The cost of these changes will be \$1,366.

We should like to recommend that the Teachers College Board concur in the recommendations of the Division of Architecture & Engineering.

4. Fire Loss - Barracks

On September 15, 1952, there was a fire in one of the apartments in one of the barracks buildings which housed married veterans. Damage to the building was estimated at about \$500 and a personal loss to the occupants of about \$700. A report of the fire was made to Mr. Lanphier and we have been instructed to secure three bids covering repairs to the building, the cost of which will be paid from a special state fund created for this purpose. Efforts are also being made by Mr. Lanphier to secure reimbursement from the same fund to cover the personal loss although there is no responsibility to do so.

The regular faculty meeting held on October 1 was devoted to a discussion of fire prevention and fire hazards. Mr. John Ahearn, fire engineering specialist at Illinois Institute of Technology in Chicago, was guest speaker, emphasizing in a very clear manner, the things every school and college should and must do to prevent fire and if fire should occur, how to prevent loss of life.

5. Death

Early in October, we learned of the death of Mr. Gerald Poley of Stillman Valley. Mr. Poley was an ardent worker for the Lorado Taft Field campus and was a member of the Oregon Advisory Committee which helped to transfer the property to Northern Illinois State Teachers College. Because of Mr. Poley's deep interest in the project and because of the

TEACHERS COLLEGE BOARD

work he did in connection with it, we should like to suggest that the cook house on the Lorado Taft Field Campus be named Poley Hall.

6. Foreign Scholars - Visitors

On several occasions, the college has been host to foreign educators touring the United States through the Office of Education and/or the American Association of Colleges for Teacher Education.

In July, 1952, Miss Helena Todd, principal of the Municipal Training College, Kingston upon Hull, England, visited the college through the sponsorship of the AACTE. During the week of October 13-22, Miss Liesotte, Streckert, instructor of pedagogy and methods at the Teachers Training College in Bremen, Germany, visited the college. Both Miss Todd and Miss Streckert compared our methods with theirs and visited classes as well as the laboratory school.

X. SUMMARY. Approval is requested on the following:

1. Acceptance of the list of July, 1952 graduates and the awarding of the degrees of Master of Science in Education and Bachelor of Science in Education.
2. Retirement of Miss B. Mae Small, assistant professor, Department of English, under the conditions indicated.
3. Acceptance of the resignations of Dr. House, Miss Karr, and Miss Seeger under the conditions indicated.
4. Leave of absence granted to Miss Christine Niekamp without salary as indicated.
5. Exchange between Mrs. Gladys Philpott and Miss Margaret Fyfe as indicated.
6. Appointments of Mr. John W. Eaton, Mr. Robert V. Esmond, Dr. Frances J. Huey, Mr. Joseph Ilika, Mr. Carroll M. Pike, Dr. John L. Rowe, Miss Jean L. Wilson, Mrs. Lucille L. Aikins, Mrs. Harriet Davy, Mr. William Davis, Mrs. Anita Mooney, Mrs. Gertrude Parcells, Miss Margaret Jane Tyler, and Mr. Ed Lyons under the conditions indicated.
7. Appointment of the employees (replacements) as indicated.
8. Appointment of the employees in new positions as indicated.

PROCEEDINGS

9. Change of status for the employees as indicated.
10. Acceptance of the resignations of employees as indicated.
11. Acceptance of faculty members to teach in the graduate school as indicated. (Approval at September 21 meeting.)
12. Permission to purchase additional equipment for the library under the conditions indicated.
13. Permission to purchase a blueprinting machine under the conditions indicated.
14. Exterior lighting for the library area and the book store area under the conditions indicated.

Respectfully submitted,

LESLIE A. HOLMES, President

MINUTES OF MEETING OF TEACHERS COLLEGE BOARD

October 26, 1952

Macomb, Illinois

The Teachers College Board met as a Committee of the Whole on Finance on Sunday, October 26, 1952, at the Hotel Lamoine, Macomb, Illinois, from 3:00 P.M. until 10:30 P.M., with a recess for dinner at the College.

Those present were:

Mr. Walker (Presiding)

Mr. Austin

Mr. Puffer

Mr. Bohrer

Dr. Reavis

Mrs. Harris

Mr. Stipes

Mr. Pois

Mr. Wirtz

Also present were:

Dr. Richard G. Browne

Mr. Chas G. Lanphier

Dr. Randall Stout (Department of Finance)

Dr. Browne had submitted Comments on the Proposed Budgets of the four colleges which were used as a basis for the discussion.

TEACHERS COLLEGE BOARD

Personal Services

Union Negotiations. A motion was made by Mr. Stipes, seconded by Mr. Puffer, to bring all janitors and janitresses at I.S.N.U. and Northern up to one-half of the difference between the low and the average of the high at Eastern and Western and allow a ten dollars per month increase for all non-academic employees. The motion was unanimously carried.

Merit Raises to Key People. A motion was made by Mr. Puffer, seconded by Mr. Austin, that merit raises to key people should be as follows:

Eastern	19	Faculty	Members
I.S.N.U.	32	"	"
Western	21	"	"
Northern	28	"	"

The motion was carried unanimously.

Mr. Wirtz moved, seconded by Mr. Austin, that no merit or increment increase granted by the Board shall result in a salary which exceeds the top limit of the Teachers College Board salary schedule. The motion was carried unanimously.

Graduate Assistants. Mr. Puffer moved that it be the policy of the Teachers College Board that graduate assistants be limited to one for every ten or major portion thereof full-time graduate students, based on the previous year's enrollment. Mr. Austin seconded the motion and the motion carried unanimously.

Central Office. The Board discussed the budget for the Central Office of the Teachers College Board and decided that financial provision should be made for a Field Auditor and a small architect's organization.

Mr. Stipes moved that \$21,700 for a Field Auditor, plus \$28,500 for a small architect's organization be added to the \$88,100 requested in the Teachers College budget for the Central Office, making a total request of \$138,500. Mrs. Harris seconded the motion and the motion was carried unanimously.

The board discussed with Dr. Buzzard Eastern's budget request.

Meeting adjourned to continue Monday morning as a Committee of the Whole on Finance.

The Teachers College Board met as a Committee of the Whole on Finance on Monday, October 27, at Western Illinois State College, Macomb, Illinois from 9:00 A.M. to 4:00 P.M., with a recess for luncheon at Grote Hall.

PROCEEDINGS

Those present were:

Mr. Walker (Presiding)	
Mr. Austin	Mr. Puffer
Mr. Bohrer	Dr. Reavis
Mrs. Harris	Mr. Schriver
Mr. Nickell	Mr. Stipes
Mr. Pois	Mr. Wirtz

Also present were:

Dr. Browne	Mr. Lanphier	Dr. Stout
------------	--------------	-----------

Dr. Beu appeared before the Committee to answer questions concerning Western's budget request.

Northern's budget request was taken up next and Dr. Holmes and Mr. Anderson appeared to answer questions and give explanations of their requests.

After luncheon, Dr. Fairchild and Mr. Ensign discussed with the Board the budget request for Illinois State Normal University.

It was determined that Dr. Browne would meet with the Advisory Committee for Illinois State Normal University at Normal, Sunday afternoon, November 2, at 1:30 in the Administration Building; and with the Advisory Committee for Northern Illinois State Teachers College at DeKalb, on Monday morning, November 3, at 9:00.

The next matter of business before the Board was the approval of the minutes of the meeting of September 21 and 22, 1952. There being no corrections, Mr. Schriver moved that the minutes of the meetings of September 21 and 22nd, 1952, be approved as submitted. The motion was seconded by Dr. Reavis and carried unanimously.

Chairman Wirtz asked that, due to the lateness of the hour because of the long Finance Committee as a Whole meeting, no business be brought before the Board except the items for permanent improvements at the four colleges. This met with unanimous approval of the Board members.

Dr. Holmes requested approval of the following items for Northern Illinois State Teachers College:

1. Expenditure of \$6,434.35 from the appropriation for the construction and equipment of the library, for the purchase of special equipment for the McMurry Laboratory School, from Remington Rand Co.

TEACHERS COLLEGE BOARD

2. Expenditure of \$1,189.09 for the purchase of a blueprinting machine from the Bruning Co., as provided for in the 1952-53 internal budget, for use by the Division of Buildings and Grounds and by the Industrial Arts Department.
3. Approval of three additions to Contract No. 6760, recommended by the Division of Architecture and Engineering, with the John T. Maple Co., for the exterior lighting of the library area as follows:

The first addition provides for extension of the lighting system to include the book store area and covers the relocation of seven standards, necessary cables and switches, at a cost of \$1,048.00.

The second addition provides for relocation of cables and standards in the immediate library area at a cost of \$1,366.00.

The third addition provides for removal of the old lamp posts and standards at a cost of \$894.00.

4. Acceptance of the low bids, totaling \$63,640.00, made up as follows:

GENERAL WORK:	Fred Berglund & Son, Inc., 8410 S. Chicago Ave., Chicago 17.	\$50,848.00
HEATING, VENTILATING & PLUMBING WORK:	DeKalb Plumbing & Heating Co., 225 E. Lincoln Highway, DeKalb, Ill.	8,008.00
ELECTRICAL WORK:	Broadway Elec. Co., Inc., 1319-21 Broadway, Rockford, Illinois. . . .	4,784.00
	Total	\$63,640.00

as recommended by the Division of Architecture and Engineering, for remodeling of the present library space into classrooms and office space.

Mr. Nickell moved that these items be approved and the motion was seconded by Mr. Schriver. Roll call was as follows:

Mr. Austin	Aye	Mr. Puffer	Aye
Mr. Bohrer	Aye	Dr. Reavis	Aye
Mrs. Harris	Aye	Mr. Schriver	Aye
Mr. Nickell	Aye	Mr. Stipes	Absent
Mr. Pois	Aye	Mr. Walker	Aye
	Mr. Wirtz	Aye	

PROCEEDINGS

The motion was carried unanimously.

Dr. Buzzard requested approval of the following items for Eastern Illinois State Teachers College:

1. Acceptance of the low bid of \$1,600.00, by Walker Construction Co., Mattoon, Illinois, for leveling earth dump area east of Veterans' Apartments.
2. Acceptance of an addition to Contract No. 66477, W. H. Franklin Co., in the amount of \$973.23; and an addition to Contract No. 66533, Carson Payson Co., in the amount of \$238.80; recommended by Architecture and Engineering, for extras in connection with the residence halls.

Mr. Austin moved that these items be approved and the motion was seconded by Mr. Schriver. Roll call was as follows:

Mr. Austin	Aye	Mr. Puffer	Aye
Mr. Bohrer	Aye	Dr. Reavis	Aye
Mrs. Harris	Aye	Mr. Schriver	Aye
Mr. Nickell	Aye	Mr. Stipes	Absent
Mr. Pois	Aye	Mr. Walker	Aye
	Mr. Wirtz	Aye	

The motion was carried unanimously.

Dr. Beu requested approval of the acceptance of the low bid of \$2,970.94, by the Fairbanks-Morse Scale Co., Peoria, for Farm Truck Sales, for use on the Western Illinois State College Farm.

Mrs. Harris moved that this item be approved and the motion was seconded by Mr. Nickell. Roll call was as follows:

Mr. Austin	Aye	Mr. Puffer	Aye
Mr. Bohrer	Aye	Dr. Reavis	Aye
Mrs. Harris	Aye	Mr. Schriver	Aye
Mr. Nickell	Aye	Mr. Stipes	Absent
Mr. Pois	Aye	Mr. Walker	Aye
	Mr. Wirtz	Aye	

The motion was carried unanimously.

Dr. Fairchild requested approval of the acceptance of the low bid of \$41,116.00, by the Art-O-Lite Co., as recommended by the Division of Architecture and Engineering, for re-wiring of the Industrial Arts Building, at Illinois State Normal University.

Mr. Bohrer moved the approval of this item and the motion was seconded by Mr. Nickell. Roll call was as follows:

TEACHERS COLLEGE BOARD

Mr. Austin	Aye	Mr. Puffer	Aye
Mr. Bohrer	Aye	Dr. Reavis	Aye
Mrs. Harris	Aye	Mr. Schriver	Aye
Mr. Nickell	Aye	Mr. Stipes	Absent
Mr. Pois	Aye	Mr. Walker	Aye
	Mr. Wirtz	Aye	

The motion was carried unanimously.

Mr. Austin moved to adjourn until the special meeting of the Teachers College Board, to be held in Springfield, at the St. Nicholas Hotel, Friday, November 7, 1952, at 9:00 A.M. Motion was seconded by Mr. Walker and carried unanimously.

W. W. WIRTZ, Chairman

CHAS. G. LANPHIER, Secretary

MINUTES OF THE MEETING OF THE TEACHERS COLLEGE BOARD Friday, November 7, 1952 Springfield, Illinois

The special meeting of the Teachers College Board convened at 9:00 A.M., Friday, November 7, 1952, at Springfield, Illinois. W. W. Wirtz, Chairman, presided.

Chairman Wirtz called the meeting to order and the following members were present:

Mr. W. W. Wirtz, Chairman	Mr. Vernon L. Nickell
Mr. Jack Austin	Mr. Noble J. Puffer
Mr. Joseph Bohrer	Dr. William C. Reavis
Mrs. William R. Harris	Mr. Royal A. Stipes, Jr.

Those absent were:

Mr. Joseph Pois	Mr. Lester O. Schriver
Mr. Lewis M. Walker	

Also present were:

Mr. Robert G. Buzzard, President
Mr. Raymond R. Gregg
Eastern Illinois State College

Dr. R. W. Fairchild, President
Mr. Preston M. Ensign, Business Manager
Illinois State Normal University

PROCEEDINGS

Dr. F. A. Beu, President
Western Illinois State College

Dr. L. A. Holmes, President
Mr. Emil A. Anderson, Business Manager
Northern Illinois State Teachers College

Dr. Richard G. Browne, Executive Officer
Mr. Chas. G. Lanphier, Secretary
Teachers College Board, Springfield

Dr. Randall Stout
Department of Finance, Springfield

The first matter of business before the Board was the approval of the minutes of the meeting of October 27. There being no corrections, Dr. Reavis moved that the minutes of the meeting of October 27, 1952, be approved as submitted. Mr. Austin seconded, and the motion was carried unanimously.

UNFINISHED BUSINESS

Chairman Wirtz spoke of the considerable amount of time the Board had spent in examining the budgets presented by the four colleges and of the conscientious work done by the Advisory Committees.

The Finance Committee reported that the Committee of the Whole had gone over the budgets and asked that two of them be returned for further discussion with their Advisory Committees. Chairman Wirtz suggested that the Board now consider the budgets individually, taking Normal's first, then Northern's, then Eastern and Western, and the Chairman asked first that Dr. Browne make a general presentation of an idea Dr. Browne had concerning the budgets. Dr. Browne presented the following resolution:

"Whereas, the Teachers College Board has carefully considered the budgets for 1953-55 which were submitted by the colleges and had devoted several whole days to item-by-item analysis of them, and

"Whereas, this consideration has resulted in a reduction of over 1.1 million from the budgets as originally submitted, and

"Whereas, the items eliminated by the Board were to provide for services and programs which were actually needed and can be fully justified, but which the Board, in

TEACHERS COLLEGE BOARD

the interest of presenting a budget limited to the most urgent requirements, decided to postpone;

"Therefore be it resolved, that the budgets as approved by the Board represent the minimum requirements for the colleges for the 68th biennium and any further reduction in them would result in grave injury to teacher education in Illinois."

Chairman Wirtz stated that he believed the members were all in agreement on this resolution.

Dr. Browne also suggested that some flexibility be provided in the budgets by adding a small amount to each budget, preferably in Personal Services - General Revenue. He pointed out that the reduced budgets were very rigid, that it was possible that errors in calculations had been made, and that enrollments might raise more sharply than anticipated.

The Board recognized the need of all the schools for a cushion to provide a measure of flexibility and in view of this the following motion was made:

Mr. Nickell moved that the Board add a cushion to the budgets as follows: Normal, \$75,000; Northern, \$75,000; Western, \$45,000; and Eastern, \$45,000; with the understanding that this amount could not be spent except with the specific approval of the Board. Mr. Stipes seconded the motion and the roll call was as follows:

Mr. Austin	Aye	Mr. Puffer	Aye
Mr. Bohrer	Aye	Dr. Reavis	Aye
Mrs. Harris	Aye	Mr. Schriver	Absent
Mr. Nickell	Aye	Mr. Stipes	Aye
Mr. Pois	Absent	Mr. Walker	Absent
	Mr. Wirtz	Aye	

The motion was carried unanimously.

The Board discussed the budget of Illinois State Normal University as revised by the Advisory Committee and Dr. Fairchild stated that he felt there should be an amount of approximately \$95,000 added to the amount recommended by the Advisory Committee. Mr. Bohrer moved that the budget presented by Illinois State Normal University, which had been made on the basis of the discussion with the Advisory Committee, be approved without the addition of \$95,000. Mr. Puffer seconded and roll call was as follows:

PROCEEDINGS

Mr. Austin	Aye	Mr. Puffer	Aye
Mr. Bohrer	Aye	Dr. Reavis	Aye
Mrs. Harris	Aye	Mr. Schriver	Absent
Mr. Nickell	Aye	Mr. Stipes	Aye
Mr. Pois	Absent	Mr. Walker	Absent
	Mr. Wirtz	Aye	

The motion was carried unanimously.

Dr. Holmes presented Northern's budget and stated that this budget had been prepared after an all day meeting with the Advisory Committee and Dr. Browne. Dr. Holmes added that Northern was not asking the Board to restore any cuts made by the Advisory Committee but was presenting the budget as the Advisory Committee recommended. Mr. Stipes moved that the budget of Northern Illinois State Teachers College, as approved by the Advisory Committee, be approved. Mr. Nickell seconded and roll call was as follows:

Mr. Austin	Aye	Mr. Puffer	Aye
Mr. Bohrer	Aye	Dr. Reavis	Aye
Mrs. Harris	Aye	Mr. Schriver	Absent
Mr. Nickell	Aye	Mr. Stipes	Aye
Mr. Pois	Absent	Mr. Walker	Absent
	Mr. Wirtz	Aye	

The motion was carried unanimously.

The Board considered the budget of the Teachers College Board as presented by Dr. Browne and Mr. Lanphier. Mr. Stipes moved that the budget of the Teachers College Board be approved. Mr. Puffer seconded and the roll call was as follows:

Mr. Austin	Aye	Mr. Puffer	Aye
Mr. Bohrer	Aye	Dr. Reavis	Aye
Mrs. Harris	Aye	Mr. Schriver	Absent
Mr. Nickell	Aye	Mr. Stipes	Aye
Mr. Pois	Absent	Mr. Walker	Absent
	Mr. Wirtz	Aye	

The motion was carried unanimously.

Dr. Buzzard presented the budget for Eastern Illinois State College. The original budget had provided \$27,000 for graduate assistants but it was decided to cut this to \$2,700, making a net reduction of \$24,300. The original budget had also provided a balance of \$29,001 for increases for employees subject to union negotiations and it was decided to reduce this to \$25,000, making a net reduction of \$4,001. Mr. Austin moved to approve the budget of Eastern Illinois State College, after making the reductions

TEACHERS COLLEGE BOARD

of \$24,300 and \$4,001, and transferring \$58,860 in Contractual Services, General Revenue, for major repairs, to the permanent improvement budget. Mr. Stipes seconded the motion and roll call was as follows:

Mr. Austin	Aye	Mr. Puffer	Aye
Mr. Bohrer	Aye	Dr. Reavis	Aye
Mrs. Harris	Aye	Mr. Schriver	Absent
Mr. Nickell	Aye	Mr. Stipes	Aye
Mr. Pois	Absent	Mr. Walker	Absent
	Mr. Wirtz	Aye	

The motion was carried unanimously.

Dr. Beu presented the budget request for Western Illinois State College. Mrs. Harris moved that the budget as presented for Western Illinois State College, be approved. Mr. Nickell seconded the motion and roll call was as follows:

Mr. Austin	Aye	Mr. Puffer	Aye
Mr. Bohrer	Aye	Dr. Reavis	Aye
Mrs. Harris	Aye	Mr. Schriver	Absent
Mr. Nickell	Aye	Mr. Stipes	Aye
Mr. Pois	Absent	Mr. Walker	Absent
	Mr. Wirtz	Aye	

The motion was carried unanimously.

Discussion of the budgets with regard to personal services with the four presidents revealed that, due to curriculum changes and teacher tenure, there might be a maladjustment of personnel which could be cared for by a shift in personnel among the four schools, and a motion was made as follows:

Mr. Nickell moved that it be incorporated into the Policy of the Board that whenever there was a maladjustment of personnel it might be cared for by a shift of personnel among the four schools. Dr. Reavis seconded and the motion carried unanimously.

Chairman Wirtz suggested that the Board discuss with each President individually the matter of permanent improvements and major repairs or rehabilitation, starting with Normal, then Eastern, Western, and Northern; then follow with consideration of the President's Reports which were not acted upon at the October 27 meeting. This met with the unanimous approval of the Board members.

Dr. Fairchild presented the request of Illinois State Normal University for new buildings and major repairs or rehabilitations, as follows:

PROCEEDINGS

Permanent Improvement Request (New Buildings)

Completion of top floor of Fell Hall

Architects Fees	11,000	
Construction	<u>248,000</u>	\$ 259,000
Elementary - Jr. High Building		1,900,000*
Class Room Building		950,000
Site Work & Development around Fell Hall		80,000
Storm Sewer & Completion of Work on Central Campus		98,000
Tennis Courts (Hard Surfaced & Fencing)		<u>25,000</u>
Total Request for New Buildings		\$ 3,312,000

*It may be that an additional sum will have to be provided to cover cost of the swimming pool beyond the original estimate.

Major Repairs or Rehabilitation

1. Heating Plant \$ 25,000

2. Metcalf Building

Tuck Pointing	\$ 15,000	
Gutter & Cornice Repairs	17,500	
Masonry Repairs, Scupper Openings for Downspouts	<u>10,000</u>	42,500

3. Cook Hall

Tuck Pointing	11,000	
Concrete Floors in Toilet Room	500	
Floor Coverings (Tile)	<u>6,000</u>	17,500

4. North Hall

Tuck Pointing	10,000	
New Lighting Fixtures	5,000	
Fire Doors & Smoke Screens	25,500	
Window Replacements	2,000	
Plumbing & Heating Repairs	<u>500</u>	43,000

5. Science Building

Remove & Replace Downspouts & Gutters	7,000	
Window Replacement	1,500	
Rewiring	95,000	
Plumbing Repairs	<u>8,000</u>	111,500

TEACHERS COLLEGE BOARD

Major Repairs or Rehabilitation (Continued)

6. McCormick Gymnasium		
Tuck Pointing	15,000	
Plumbing & Heating Repairs	6,000	
Lighting	12,000	
Plastering	3,000	
Wood Floor (Replace) Men's Gym	15,500	
Window Replacement	4,000	
Office Remodeling	<u>5,000</u>	60,500
7. Milner Library		
Tuck Pointing	1,000	
Plastering	300	
Sub-soil Drainage	700	
Painting	<u>25,000</u>	27,000
8. Industrial Arts		
Fire Doors	600	
Tuck Pointing	10,000	
Fire Screens & Stair Repairs	<u>3,500</u>	14,100
9. Repairs to Campus Lighting System		80,000
10. Repair Outside Utilities		11,000
11. Greenhouse		
Replace Windows	1,500	
Exterior Painting	2,500	
Interior Painting	3,000	
Tuck Pointing	<u>750</u>	7,750
12. Smith Hall		
Tuck Pointing	2,500	
Caulk Windows	250	
Metal Doors	500	
Replace Shower Room Ceiling & Install Exhaust Fan	<u>500</u>	3,750
13. Farm Group Buildings		
New Roof on Cattle Shed, Sheep Barn		
Horse Barn, Judging Pavilion, Swine Barn	5,000	
Gutters & Downspouts	3,500	
Drainage Line	4,000	
Paint All Buildings	<u>12,000</u>	24,500
14. Repave 2 Existing Tennis Courts		<u>15,000</u>
Total for Major Repairs		\$ 483,100
Total for New Buildings & Repairs		<u>\$ 3,795,100</u>

PROCEEDINGS

Dr. Buzzard presented the request for Eastern Illinois State College for new buildings and major repairs (permanent improvements and rehabilitation):

New Buildings (Permanent Improvements)

1. Laboratory School	\$ 1,300,000 *
2. Sewer System	50,000
3. Vocational Education Building	1,000,000
4. Music Building	<u>600,000</u>
Total for New Buildings	\$ 2,950,000

* It may be that an additional sum will have to be provided to cover cost of the swimming pool beyond the original estimate.

Major Repairs (Rehabilitation & Modernization)

1. Installation of coal bunkers	\$ 9,500
2. Installation of central hot water supply	15,000
3. Repairs Heat Distribution, Main Bldg.	7,000
4. Revamp heating system Pemberton Hall	20,000
5. Acoustic tile for class rooms	2,360
6. Floor repairs & asphalt tile	5,000
7. Extension of Elec. Service including Housing, etc.	30,000
8. Replace rotary stoker with a chain grate stoker in one Springfield boiler	<u>20,000</u>
Total for Major Repairs	108,860
Total for New Buildings & Repairs	<u>\$ 3,058,860</u>

Dr. Beu presented the request for Western Illinois State College for new buildings and major repairs (Permanent Improvements and Rehabilitation):

New Buildings (Permanent Improvements)

Revision of Plans & Spec. for Science Bldg.	\$ 25,000
Science Bldg.	2,660,000
Two Men's Dormitories	500,000
Library	<u>1,400,000</u>
Total for New Buildings	\$4,585,000

Major Repairs (Rehabilitation)

1. Replacement of Transformers in Admin. Bldg.	\$ 15,000
2. Paint Interior of Laboratory School	25,000
3. New Wiring for Overloaded Circuits & Additional Outlets, Admin. Bldg.	25,000
4. Tuckpointing, Weatherproofing, new windows & New Plumbing for Arts Bldg.	25,000

TEACHERS COLLEGE BOARD

Major Repairs (Rehabilitation) (Continued)

5. Rehabilitation of 27 veterans' housing units, Home Management House, 3 single men's barracks, 3 college-owned residences, & large single men's residence unit (rec. hall)	25,000
6. Painting interior rooms & replacement of black-boards Admin. Bldg.	15,000
7. Re-surfacing worn out wooden floors, Admin. Bldg.	10,000
8. New Light Fixtures, Arts Bldg. & Admin. Bldg.	20,000
9. Removal & Replacement of Chain Link Fencing (Using old fence)	5,000
10. New Floor for Morgan Gym & Remodeling Storage Space	25,000
11. Widening & Repairs to Campus Drives, Expansion of campus lighting system, site work & side-walks & rehabilitation of college ravine	65,000
12. Repairs to Power Plant boilers & tunnels to various buildings	<u>45,000</u>
Total Rehabilitation	<u>300,000</u>
Total New Buildings & Major Repairs	<u>\$ 4,885,000</u>

Dr. Holmes presented the request for Northern Illinois State Teachers College for new buildings and major repairs (permanent improvements and rehabilitation):

New Buildings (Permanent Improvements)

Laboratory School	\$ 1,950,000 *
Heating Plant	50,000
Site Development	300,000
Plans & Spec. for Health & Physical Ed. Bldg.	125,000
Health & Physical Education Bldg.	<u>1,750,000</u>
Total for New Buildings	\$ 4,175,000

* It may be necessary to add an additional sum to cover cost of the swimming pool beyond the original estimate.

Rehabilitation

1. New Sanitary & Storm System	\$ 70,000
2. New "8" water main, entire campus	60,000
3. Rehab. of Men's Gym, including roof repairs, tuck pointing, toilets, showers & additional locker room	75,000
4. Rehab. of Health Clinic	50,000
5. Rehab. of Women's Gym	68,000
6. Completion of tuckpointing, Science Bldg.	10,000

PROCEEDINGS

Rehabilitation (Continued)

7. Laboratory cabinets in Science Bldg. to partially complete building furnishings	3,000
8. Improvement of Intramural Areas, North Campus, including water service & drainage	18,000
9. Flag poles, Admin. Bldg. & Varsity Field	3,000
10. Additional Roads, parking areas	40,000
11. New walks & replacement of old walks	20,000
12. Flourescent Lighting, Adm. Bldg. & Science Bldg.	30,000
13. Partial completion of North Campus play areas	40,000
14. New Lighting, accoustical tile, asphalt tile, & a projection booth, Ind. Arts Bldg.	10,000
15. Rehab. of Main Entrance, Lincoln Highway	8,000
16. Replacement of Luciada Avenue Bridge*	<u>75,000</u>
Total Rehabilitation	<u>580,000</u>

* This item is not last in order of priority but is in a special category.

Total for New Buildings & Rehabilitation	\$4,755,000
--	-------------

Mr. Stipes moved that the requests for permanent improvements and rehabilitation and modernization from the four colleges be approved. Mr. Austin seconded and roll call was as follows:

Mr. Austin	Aye	Mr. Puffer	Aye
Mr. Bohrer	Aye	Dr. Reavis	Aye
Mrs. Harris	Aye	Mr. Schriver	Absent
Mr. Nickell	Aye	Mr. Stipes	Aye
Mr. Pois	Absent	Mr. Walker	Absent
	Mr. Wirtz	Aye	

The motion was carried unanimously.

FORMAL REPORTS OF PRESIDENTS

Dr. Buzzard presented his formal report on Eastern Illinois State College. Mr. Nickell stated he did not approve action at this time assuring Eastern that the Board would consider the General College Curriculum Project and therefore asked that Item 10 of the Formal Report be eliminated. However it was the consensus that there would be no objection to study of this question by the Eastern faculty. Mr. Nickell moved that Eastern Illinois State College Report be approved with the exception of Item 10 for the reason that the Board did not wish to commit itself at this time to considering the General College Curriculum project; and with the exception of Items 11 and 12 which were approved at the meeting on October 27; and with the ad-

TEACHERS COLLEGE BOARD

dition that the Advisory Committee could take action on any bids that are received prior to the next Board meeting. Mr. Stipes seconded the motion and it was carried unanimously.

Dr. Fairchild presented the formal report on Illinois State Normal University. Dr. Fairchild asked that two items be added to the report. Under III, Other School Employees, 5. Salary Change, b. Mrs. Imelda F. Solomon, Cook and Food Service, from \$170 per month to \$180 per month to meet salary rate of others with similar qualifications, effective as of November 1. The second item is that Mrs. Rita A. Douglas should be added to the list of those having supervisory rating, as Food Projection Manager in the Food Service, who would not be eligible for cash overtime.

Mr. Stipes moved that the report with the additions be accepted as submitted and that the Advisory Committee could take action on any bids that are received prior to the next Board meeting. Mr. Nickell seconded the motion and it was carried by a unanimous roll call.

Dr. Beu presented the formal report on Western Illinois State College. After but little discussion, Mrs. Harris moved that the report be accepted and that the Advisory Committee could take action on any bids that are received prior to the next Board meeting. Mr. Nickell seconded, roll was called and the motion was carried unanimously.

Dr. Holmes presented the formal report on Northern Illinois State Teachers College and asked first that corrections be made on Page 2, under d. The figures should read, "90,109 divided by 48 equals 1,877.3 credit hours." Continuing in the next paragraph, "Total expenditures (\$1,452,319.67) divided by credit hours (1,877.3) equals \$773.62 per capita cost for 1951-1952."

Dr. Holmes asked approval of the acceptance of the low bid of \$2,700 by Fred Medart Products, Inc., Chicago, Illinois, for four (4) Basketball Backstops, for use in the intramural program.

Dr. Holmes asked for acceptance of the low bid of \$1708 for the purchase of a piano.

Mr. Bohrer moved to accept the report of Northern Illinois State Teachers College with the exception of Items 12, 13 and 14 which were approved at the October 27 meeting; with the correction noted herein; with the addition of the two items herein described; and with the addition that the Advisory Committee could take action on any bids that are received prior to the next Board meeting. Mr. Puffer seconded the motion and roll call was as follows:

PROCEEDINGS

Mr. Austin	Aye	Mr. Puffer	Aye
Mr. Bohrer	Aye	Dr. Reavis	Aye
Mrs. Harris	Aye	Mr. Schriver	Absent
Mr. Nickell	Aye	Mr. Stipes	Aye
Mr. Pois	Absent	Mr. Walker	Absent
	Mr. Wirtz	Aye	

The motion was carried unanimously.

Mr. Puffer inquired about the mailing of the Alumni Newsletter from Illinois State Normal University, asking if it was sent only to alumni who were paying alumni dues. Dr. Fairchild reported that they attempted to send the News to all alumni but that there was a distinction between four-year and two-year graduates. He further stated that they were attempting to bring the listing up-to-date, for every alumni was supposed to receive free of charge the Alumni Newsletter and that there was no distinction on the basis of dues.

Mr. Stipes moved that this Board send a letter to Governor Stevenson, signed by each Board member, telling him how much this Board has enjoyed working with him and expressing all good wishes for his future activities. Mr. Nickell seconded the motion and it was carried unanimously.

Mr. Austin moved to adjourn until the next regularly scheduled meeting to be held in Springfield, on January 19, 1953. Mr. Puffer seconded the motion and it was unanimously carried.

W. W. WIRTZ, Chairman

CHAS. G. LANPHIER, Secretary

REPORT OF THE EASTERN ILLINOIS STATE COLLEGE For the Meeting in Springfield January 19, 1953

To the Chairman and Members of the Teachers College Board:

Ladies and Gentlemen:

The following report concerning the Eastern Illinois State College is presented for your consideration:

I. STUDENTS

- A. Enrollment for the Fall Quarter was presented as a supplement to the report for October 27, and filed with the Secretary of the Board.

TEACHERS COLLEGE BOARD

B. Analysis of curriculum choice. The 1154 students indicated curriculum interest as follows:

Enrollment by Majors - Fall Quarter, 1952

Four Year Curricula

Major	<u>Fr.</u>	<u>So.</u>	<u>Jr.</u>	<u>Sr.</u>	<u>Total</u> <u>1952</u>	<u>Total</u> <u>1951</u>
Art	17	11	4	8	40*	34
Botany	12	5	13	3	33*	22
Business Education	91	51	29	31	202*	175
Chemistry	16	7	9	10	42*	33
Elementary Education	56	41	37	23	157	173
English	15	7	10	8	40*	37
Foreign Language	6	2	5	1	14*	11
Geography	2	2	5	4	13	13
Home Economics	30	18	18	18	84*	77
Industrial Arts	22	16	12	10	60*	56
Mathematics	12	5	7	7	31	35
Music	25	12	9	12	58*	43
Physical Education						
Men	32	16	14	20	82	91
Women	12	7	10	9	38	41
Physics	1	2	10	4	17*	13
Social Science	12	8	8	12	40	44
Speech	5	12	14	9	40	54
Zoology	2	5	7	9	23	22
Total	368	227	221	198	1014	974
Less students with double majors	1	-	2	6	9	8
Total	367	227	219	192	1005	966

Two Year Curricula

	<u>Fr.</u>	<u>So.</u>	<u>Jr.</u>	<u>Sr.</u>	<u>Total</u> <u>1952</u>	<u>Total</u> <u>1951</u>
Two Year Certificate	-	-			-	7
Two Year General	39	10			49*	44
Pre-Agric., Hortic., Flor. and Forestry	11	1			12*	5
Pre-Chem. Eng.	1	2			3*	1
Pre-Dental	4	2			6*	3
Pre-Dietetics	1	0			1*	0
Pre-Engineering	32	11			43*	31
Pre-Journalism	3	2			5	5
Pre-Lab. Tech.	3	2			5	7
Pre-Law	2	1			3	4
Pre-Medicine	5	1			6	11
Pre-Nursing	4	0			4*	1
Pre-Pharmacy	-	-			-	1
Total	105	32			137	120

PROCEEDINGS

Unclassified					4	13
Graduate Students					8*	4
GRAND TOTALS	472	259	219	192	1154	1103

*Departments Showing Increase Over Last Year

C. Source of Students

Fifty-two Illinois counties sent students for the Fall Quarter, 1952, totalling 1142 registrations. Six states outside Illinois contributed 10 additional students, and two came from foreign countries to make the total enrollment of 1154. The alphabetical list of enrollment was as follows:

1. Adams	2	27. Logan	6
2. Bond	9	28. Macon	17
3. Bureau	1	29. Macoupin	33
4. Champaign	16	30. Madison	8
5. Christian	28	31. Marion	5
6. Clark	51	32. McHenry	1
7. Clay	20	33. Monroe	1
8. Coles	233	34. Montgomery	16
9. Cook	41	35. Moultrie	29
10. Crawford	53	36. Piatt	10
11. Cumberland	39	37. Putnam	1
12. DeKalb	2	38. Richland	21
13. Dewitt	1	39. Saline	2
14. Douglas	52	40. St. Clair	7
15. DuPage	3	41. Sangamon	8
16. Edgar	47	42. Shelby	54
17. Edwards	17	43. Stark	1
18. Effingham	48	44. Tazewell	1
19. Fayette	40	45. Vermillion	91
20. Grundy	2	46. Wabash	22
21. Iroquois	5	47. Warren	1
22. Jasper	23	48. Wayne	4
23. Jefferson	1	49. White	5
24. Kane	1	50. Will	5
25. Kankakee	11	51. Winnebago	4
26. Lawrence	40	52. Woodford	3

D. Enrollment, Winter Quarter, 1952-53.

1. Tentative enrollment for the winter quarter stands at 1,096 day students on campus, divided into 628 men and 468 women, or 57.3% men and 42.7% women. There are 100 veterans enrolled in this number, classified as follows:

TEACHERS COLLEGE BOARD

Public Law 550 and Military Scholarship	51
Public Law 550 only	3
Public Law 346 (former G. I. Bill)	28
Public Law 16 (Rehabilitation)	4
Military Scholarship Only	<u>14</u>
Total	100

E. Graduation, Fall Quarter

1. Thomas Albert Thode completed the requirements for graduation and received the degree of Bachelor of Science in Education on December 5, 1952. In order to secure admission into Officers' Training School of the U. S. Navy, graduation on this date was necessary. Mr. Thode is recommended for graduation as above.

II. FACULTY

A. Resignations

1. Dr. John O. Nelson, College Physician since October 1, 1952, resigns as of December 15, 1952, because the duties of the position were more rigorous than desired.
2. Gerald T. Cravey, Superintendent of the Physical Plant, resigns as of January 31, 1953, to accept employment in industry bearing directly upon his engineering training. The college will miss Mr. Cravey because in less than two years he had become an efficient plant supervisor.

B. New Faculty

1. Dr. Robert Rodin, B.S., 1928, M.D., University of Illinois, 1931, as College Physician, effective on the date of reporting for duty in early January, 1953, salary at the rate of \$600 per month for the remainder of the fiscal year. Dr. Rodin is native of Chicago. He has been on the faculty of the College of Medicine, University of Louisville, and lately in clinical practice, Youngstown, Ohio. He is married, has two young daughters, and is licensed to practice in Illinois. He has passed the physical examination and is classified as a Standard Risk by the University Retirement System. This appointment approved by the Faculty Personnel Committee.
2. Dr. John Nanovsky, substitute Assistant Professor in Physical Education for men in the Fall Quarter, continued on duty on the same basis and salary, \$510 per

PROCEEDINGS

month, for the Winter and Spring quarters only. This appointment was cleared with the Advisory Committee and the Faculty Personnel Committee.

C. Request for retired status.

1. Under date of October 24, 1952, Howard DeForest Widger, Professor and Head of the Department of English, files a request for transfer to retired status under the University Retirement System as of August 8, 1953, immediately after the close of the 1953 summer term. Dr. Widger has served on the Eastern faculty since September 1912, and closes forty-one years of service in August, 1953.

D. Shift in duty status.

1. Eugene M. Waffle, Ph.D., Professor of English, to Professor of English and Head of the Department, vice Howard DeForest Widger, retired, effective August 8, 1953. Dr. Waffle has served on the faculty in English since 1926. This shift in duty has the approval of the Faculty Personnel Committee, and in part is in response to a petition from the entire faculty of the English department.

E. Faculty Assistants

1. Resignation of Leslie Hempel, athletic trainer, as of November 30, 1952.
2. Employment of Mrs. Harriett Steele, B.S., as assistant in the Chemical laboratories for the Winter Quarter at \$150 per month.
3. Change in salary of Walter Montross, assistant in printing from \$180 to \$200 per month due to additional duties as of November 1, 1952.

III. CLASSIFIED EMPLOYEES

A. Transfer of Classification

1. Hazel A. McManigell transferred from Maid to Housekeeper, November 1, 1952, from \$150 to \$175 per month.
2. Maude Elder transferred from Housekeeper to Maid, November 1, 1952, from \$175 to \$150 per month.
3. Patricia F. Barche, transferred from Clerk Typist I to Clerk Stenographer I, December 16, 1952, from \$155 to \$160 per month.

TEACHERS COLLEGE BOARD

4. June A. Lacey transferred from Clerk Typist I to Clerk Stenographer I, with no change in salary, December 16, 1952.

B. New Employee

1. Mrs. Cleo Thompson, Bookkeeping Machine Operator 1, \$160 per month, effective January 5, 1953, replacing Mrs. Cleo Walls, resigned.

IV. ORGANIZATION:

A. College Calendar, 1953-54

The following calendar is proposed for the academic year 1953-54. Each quarter schedules a balanced instructional program of 44 class periods and two examination periods, the standard used by universities using the quarter system.

Fall Quarter, 1953

Tuesday, September 8 Faculty Day
Wednesday, September 9 through
Friday, September 11 Orientation for Freshmen and Transfer Students
Saturday, September 12 Registration
Monday, September 14 Classes begin
Friday, October 9 Eastern Division Meeting, IEA
Friday, October 16 Homecoming begins, 12 noon
Saturday, October 17 Homecoming
Wednesday, November 25 Thanksgiving recess, 12 noon
Monday, November 30 Classes resume, 1 p.m.
Friday, December 4 Fall Quarter ends

Winter Quarter, 1953-54

Monday, December 7 Registration
Friday, December 18 Christmas recess, 5 p.m.
Monday, January 4 Classes resume, 8 a.m.
Wednesday, March 10 Winter Quarter ends

Spring Quarter, 1954

Monday, March 15 Registration
Thursday, April 15 Easter recess, 12 noon
Monday, April 19 Classes resume, 1 p.m.
Sunday, May 30 Baccalaureate, 3 p.m.
Friday, June 4 Commencement, 10 a.m.
Friday, June 4 Spring Quarter ends

Summer Term, 1954

Monday, June 14 Registration
Tuesday, June 15 Classes begin
Friday, August 6 Summer Term ends

PROCEEDINGS

V. CURRICULUM:

- A. Projected courses for (a) second half of 1952-53 and (b) for the summer term, 1953.

Information covering the graduate study program at Eastern and courses to be considered as mentioned above was submitted to Dr. Nickell and to Dr. Reavis for consideration under date of December 19, 1952.

List III Courses for last half, 1952-53

Geography	590	Seminar in Educational Geography (4)
Music	454	Advanced Orchestration (4)
Music	460	Marching Band Procedures (2)
Music	500	Individual Instruction in (1)
Music	501	Music Literature (1)
Music	502	(1)
Music	503	(1)
Music	555	Teaching Techniques, Strings (2)
Social Sci.	467	Foreign Relations of the U. S. (4)
Social Sci.	475	Crime and Juvenile Delinquency (4)

List III Courses for Summer Term, 1953

Art	550	Contemporary Trends in Visual Arts (4)
Art	560	Materials for Designing II (4)
Chemistry	554	Teaching of Physical Science (4)
Geography	454	Africa and Australia (4)
Geography	555	Literature and Materials (4)
Ind. Arts	570	Design and Construction (4)
Ind. Arts	580	Planning Ind. Arts Laboratories (4)
Mathematics	520	Higher Geometry (4)
Mathematics	560	Teaching of Arithmetic (4)
Music	561	Music in Jr. and Sr. High School (4)
Music	565	Community Music (4)
Music	570	Survey of Music Literature (4)
Social Sci.	492	Expansion and Disunion, 1820-61 (4)
Speech	457	Advanced Clinical Practice (4)
Speech	470	Psychology of Speech (4)

The following courses are recommended for first trial in the Summer School of 1953, and have not been listed in Lists I, II, or III, as previously submitted to the Graduate Committee.

TEACHERS COLLEGE BOARD

1. English	453	16th and 17th Century Prose (4)
2. English	454	18th Century Prose (4)
3. English	501	Chaucer and His Age (4)
4. English	551	Biography (4)
5. P. E. (M)	500	Seminar (4)
6. P. E. (M)	560	Problems in Administration (4)
7. P. E. (W)	500	Dance in Folkways (4)
8. Soc. Sci.	469	The United Nations (4)
9. Soc. Sci.	494	Literature of American History (4)

B. In the material filed for consideration of the Graduate Committee was the request that approval be extended to cover the plan of courses set up in original List III (Appendix I, Sections 3 and 5 of the January 22, 1951, report), so that the bulletin announcing opportunity for and the plan of graduate study at Eastern can be published. List III covers courses planned for future offerings so that a study schedule involving evening and Saturday classes on campus and summer term offerings can be tentatively set for four or five years ahead. We hope this request will be granted.

VI. BUILDINGS AND GROUNDS

A. Residence Halls

Lincoln and Douglas Halls have been operating with dining service since mid-November. Weather conditions permitted completion of concrete walks, curbs and terraces, the installation of crushed stone in the parking space and considerable of the finished grading. Some difficulty has developed with the automatic oil-feed for the steam boilers, but replacement of parts smoothed out the disturbance.

B. Rehabilitation of present Training School

1. Tabulation of bids as received November 18, 1952.

a. General Work		
Brosam (Charleston)		\$ 133,500
Evans (Springfield)		141,800
Franklin (Springfield)		166,398
Simmons (Decatur)		171,776
b. Plumbing and Heating		
Petersburg (Petersburg)		\$ 25,692
White (Mattoon)		29,211
Walker (Decatur)		36,241
Bellis and Miller (Champaign)		37,021

PROCEEDINGS

c. Electrical Wiring	
Monroe (Chicago)	\$ 20,815
Anderson (Danville)	32,216

Under authority granted to the Advisory Committee, low bids were approved to the Division of Architecture and Engineering and bids accepted on December 17, 1952.

a. General Work	\$133,500
Owen Brosam,	
623 1/2 Monroe Street, Charleston	
b. Plumbing and Heating	25,692
Petersburg Plumbing & Heating Co.	
117 North Main Street, Petersburg	
c. Electrical Wiring	20,815
Monroe Electric Company	
157 West Ontario Street, Chicago	
Total Cost	\$ 180,007

2. Financing the Rehabilitation of present Training School.

- a. The unappropriated balance for rehabilitation under Senate Bill 717 was \$162,674.03.
- b. Amount requisitioned from Contractual Services, direct appropriation, to provide funds needed,
\$17,359.97
- c. \$162,674.03 plus \$17,359.97 equals \$180,007.00,
the contracted total cost of rehabilitation.

3. Request was made to the Office of the Governor for the release of \$162,647.03 from the appropriation of Senate Bill 717, and under date of December 18, 1952, Release No. 386 covered this necessary amount.

C. Remodeling of Temporary Building to temporarily house Grades 1-6 of the Elementary School.

Plans were drawn through consultation between the Elementary School Faculty, Director of Teacher Training and the Superintendent of the Physical Plant, and specifications for contemplated construction written. The following contracts were sent blue prints and specifications and offered opportunity to bid.

1. Cross Brothers Construction Company, Mattoon
2. Hart and Reilly, Mattoon
3. Walker Construction Company, Mattoon
4. W. H. Franklin Company, Springfield

TEACHERS COLLEGE BOARD

5. R. B. Evans Construction Company, Springfield
6. J. L. Simmons Company, Inc., Decatur
7. Owen Brosam, Charleston

Funds to cover this necessary construction must come from Contractual Services, direct appropriation, and Income Fund, contractual services and contingency. In these funds are approximately this date, \$55,000 direct appropriation, \$51,000 contingency and \$22,000 educational operations.

D. Proposed New Training School Building

Considerable study has been made of the plans for the proposed Elementary School--Junior High School Building, and copies of these plans will be available at the meeting on January 19.

Study of the circumstances connected with the college and the Charleston community points with increasing emphasis upon (1) the need for a dual system for Grades 1-6 inclusive, so that sufficient opportunity for observation of and participation in practice teaching on the elementary school level will be available, and (2) a sufficient number of elementary school graduates be furnished the junior high school to warrant an acceptable program. A unit system of Grades 1-6 will provide only 75 pupils for the junior high school, a dual system will provide 150 such pupils.

The plans as submitted can add a second story to the Elementary School wing of the proposed building at a cost of approximately \$250,000. It is earnestly hoped that such an additional cost will be favorably considered by the Board in presenting the Permanent Improvements budget.

VII. AUXILIARY ENTERPRISES:

The following report of operations, July 1, 1952, to December 31, 1952, is presented:

I. Account As A Whole

Income:

Cafeteria	\$ 23,365.87	
Textbook Library	16,993.27	
Pemberton Hall	23,464.25	
Housing	<u>12,509.49</u>	
Total Income (all enterprises)		\$ 73,332.88

PROCEEDINGS

Expenditures:

Cafeteria	\$ 24,881.44
Less advance to Self-	
Liquidating Dormitories	<u>13,461.20</u>

Net	11,420.24
Textbook Library	12,118.75
Pemberton Hall	18,602.78
Housing	<u>12,604.73</u>
Total Expenditures	54,746.50
Unpaid Bills	<u>11,550.39</u>

Total Expenditures and Unpaid Bills	<u>66,296.89</u>
-------------------------------------	------------------

Net Operating Surplus (all enterprises)	\$ 7,035.99
---	-------------

A. Cafeteria

Income (sale of food):	20,365.87
------------------------	-----------

Expenditures:

Personal Services - Regular	7,108.46
Personal Services - Student	2,357.80
Food	14,383.69
Other Supplies	504.00
Miscellaneous	<u>527.49</u>

Total Expenditures	24,881.44
Less Advance to Self-Liquidating Dormitories	<u>13,461.20</u>

Net	<u>11,420.24</u>
-----	------------------

Net Operating Surplus	8,945.63
-----------------------	----------

B. Textbook Library

Income:

Book Rent	12,163.50
Sale of Supplies	<u>4,829.77</u>

Total Income	16,993.27
--------------	-----------

Expenditures:

Personal Services - Regular	3,030.00
Personal Services - Student	1,661.35
Books	4,177.98
Supplies for Sale	2,297.58
Miscellaneous	<u>51.84</u>

Total Expenditures	<u>12,118.75</u>
--------------------	------------------

Net Operating Surplus	4,874.52
-----------------------	----------

TEACHERS COLLEGE BOARD

C. Pemberton Hall (Women)

Income:

Room Rent	6,349.50	
Board	17,049.75	
Miscellaneous (guests)	<u>65.00</u>	
Total Income		23,464.25

Expenditures:

Personal Services - Regular	9,641.25	
Personal Services - Student	3,753.75	
Food	3,199.57	
Light and Gas	803.56	
Miscellaneous (Laundry, etc.)	<u>1,177.65</u>	
Total Expenditures		<u>18,602.78</u>
Net Operating Surplus		4,861.47

D. Housing

Income, rentals:	12,509.49
------------------	-----------

Expenditures:

Personal Services - Regular	1,501.05	
Personal Services - Temp.	1,682.50	
Personal Services - Student	524.65	
Fuel Oil	6,060.24	
Electricity	1,461.00	
Repairs (materials)	1,077.10	
Miscellaneous	<u>298.19</u>	
Total Expenditures		<u>12,604.73</u>
Operating <u>Deficit</u>		95.24

VIII. STUDENT LIFE:

No Report

IX. MISCELLANEOUS:

A. Recognition by A.A.U.W.

On December 19 Eastern was notified that the American Association of University Women had approved Eastern for membership on the recognized list of colleges, and that henceforth women graduates of Eastern are eligible for membership in that organization.

B. Inspection by North Central Association

The college was inspected by two representatives of the North Central Association of Colleges and Secondary Schools on December 15-16. Dr. John R. Emens,

PROCEEDINGS

President of Ball State Teachers College, Muncie, Indiana, was chairman for the inspection.

X. SUMMARY

Consideration is requested on the following items:

1. Graduation of Thomas Albert Thode with the degree of Bachelor of Science in Education, as of December 5, 1952.
2. Resignations of Dr. John O. Nelson and Gerald T. Cravey.
3. Employment of Dr. Robert Fodin and Dr. John Nanovsky.
4. Resignation of Leslie Hempel.
5. Employment of Mrs. Harriett Steele.
6. Change in salary for Walter Montross.
7. Request for retirement of Dr. H. DeF. Widger.
8. Change in duty of Dr. Eugene M. Waffle.
9. Change in classification of Hazel McManigell, Maude Elder, Patricia F. Barche and June A. Lacey.
10. Employment of Mrs. Cleo Thompson, Bookkeeping Machine Operator, to succeed Mrs. Cleo Walls.
11. Graduate courses projected for second half of 1952-53 and the Summer Term of 1953 as submitted to the Graduate Study Committee.
12. Graduate courses on previously submitted Basic List III (Appendix I, sections 3 and 5, report of January 22, 1951) to enable planning for student sequences to complete fifth year of study.
13. Total bids of \$180,007 for rehabilitation of the present Training School Building with contracts as approved by the Advisory Committee.
14. Request for release of \$162,647.03 by the Office of the Governor from Senate Bill 717 to cover part of rehabilitation of the Training School.
15. Acceptance of low bid for remodeling present temporary building to house Grades 1-6 if bids are available by January 19, 1953.
16. Restoration of original plan of proposed Training School Building to include dual rooms for Grades 1-6 inclusive.

Respectfully submitted,

ROBERT G. BUZZARD, President

TEACHERS COLLEGE BOARD

ILLINOIS STATE NORMAL UNIVERSITY

Normal, Illinois

Meeting in Springfield, January 19, 1953

To the Chairman and Members of the Teachers College Board:

The following report is submitted from Illinois State Normal University:

I. STUDENTS

Enrollment figures for the 1952 summer session, the current first semester of the 1952-1953 school year, and extension courses were listed in the Board Report of October 27, 1952. Further reports are not due at the present time. However, there are some comments of interest that are brought to the attention of the Board in this report.

1. Reasons for Loss of Students

Definite information regarding the loss of 277 students who, with the exception of 30 on probation, were scheduled to return to the University when school opened in September 1952, was obtained by heads of departments and directors of divisions. These figures presented here are interesting, but they represent causes over which the University would have little if any control. This is probably a typical situation in many colleges and universities and may represent a cross section of what may be expected in the rather immediate future years.

Going into Military service	65
Employment	60
Marriage	50
Transfer to other universities	36
On probation	30
Discouraged	18
Illness	9
Finances	7
Not interested in teaching	2

In addition to the above reasons for a loss of persons due to return to school, the increase in school fees for out-of-state students authorized a few years ago has been a factor in decreasing the enrollment at I.S.N.U. This has been true even this year when there was an increase in entering students.

Because of the great need for teachers and the inability of

PROCEEDINGS

Illinois State Normal University to approach the possibility of meeting the demand on the Bureau of Appointments for teachers, definite consideration is being given by the entire faculty as to ways and means to try to reduce the amount of decrease in some of the above areas. There is no question but what inability to provide money for student employment and the forced elimination of graduate assistantships, because of lack of funds, were prominent factors in either the return of some students in the first instance or the possibility of getting highly qualified new students on the graduate level in the second instance. A reduction in staff by absorbing a number of positions of persons on leave resulted in the curtailment of offerings, which likewise had its influence upon persons registering for work, especially on the graduate level. Discouraging housing conditions due to a second consecutive year of residence hall building construction only partially completed resulted in the loss of some students. Despite all these conditions, there was an increase in the freshman class and therefore the situation faced at the present time is not only how to interest qualified new students but how to retain desirable students already enrolled in the University and due to continue their work. Some solution must be found if I.S.N.U. is to avoid the present amount of discouragement that is encountered by teacher-employment officials listing their many vacancies with us.

2. Extension

Although enrollment in the extension courses for the second semester will not take place until January 19 to January 29, 1953, it is definitely known that there will be at least sixteen centers with eighteen courses, which corresponds favorably with the second semester one year ago. The problem of how to meet the demands for courses in the field continues due to limitations of staff to handle such work. This is an important part of the contribution that a teacher educating institution is expected to make and it is hoped that the demand may be more nearly met in future semesters.

3. Summer Session of 1953

Every attempt is being made to develop plans and offerings for the 1953 summer session that will meet the needs of teachers-in-service as well as regular students using the summer session as a part of the fulfillment of requirements for graduation. It becomes necessary for all colleges and universities offering summer work to revamp and reevaluate

TEACHERS COLLEGE BOARD

their offerings if they are to be able to use any portion of the available plant and staff.

It is interesting to note that this thinking of many colleges and universities is also a matter of concern of the University of Chicago. Quoting from a small portion of pages 10 and 11 in Tower Topics, Chancellor Lawrence A. Kimpton in his report on "The State of the University" under a sub-caption of, "No summer trains from Texas," says,

"The Summer Term has been a source of concern to us for some time. We have a well-staffed institution during the Summer Quarter, but our 1952 enrollment of 2,443 was well below the number that we were prepared to care for.

"There was a day when special trains were run from Texas to bring students to our Summer School, and a tent was placed on the Midway to provide classrooms. It is not our aim to duplicate this Chautauqua period. We must, however, make full use of the resources entrusted to us, and those who are qualified must be given every encouragement to study here. Mr. Henry W. Sams of the College staff has taken on this difficult assignment as Director of the Summer School."

II. FACULTY

1. Leaves of Absence

A number of requests have already been received for leaves of absence, mostly sabbatical, for the next (1953-1954) school year. These, together with other requests that will be formally presented by additional staff members later, will be included in the next Board report. It now appears that there may be almost as many as the record number of thirteen sabbatical leaves and five non-sabbatical leaves during the current year.

2. New Appointments (Replacements)

- a. Miss Alice L. O'Brien, to fill the vacancy created by the leave of absence for an indefinite period granted to Miss Nadine Brooks, teacher of the primary level mentally retarded children in the Special Education Building. This appointment was effective December 1, 1952, at a salary rate of \$4500.00 on the nine months basis. Miss O'Brien has her bachelor's and master's degrees from the University of Illinois, with teaching experience in the public schools of Champaign, Illinois, and Be-

PROCEEDINGS

loit, Wisconsin, coming to I.S.N.U. from Beloit.

- b. Mr. William D. Popejoy, as Instructor in Mathematics effective January 26, 1953, at a salary rate of \$3960.00 for nine months or \$440.00 per month for four and one-half months of the second semester of the current school year, to fill a vacancy caused by the leave of absence granted to Mr. Francis Brown for the second semester. It is understood that Mr. Popejoy will take the place of Miss Edna Norskog during the 1953-1954 school year while Miss Norskog is on leave of absence. Mr. Popejoy has his bachelor's and master's degrees from Illinois State Normal University with additional work in the University of Illinois where he is continuing work toward a doctor's degree. His teaching experience has been in the high schools at Savanna and DeKalb, Illinois, coming to Illinois State Normal University from DeKalb.
- c. Substitute Teachers. In addition to substitute teachers previously approved, the names of Mrs. Max Honn, Mrs. Shirley Harris, and Miss Bernice Huff are submitted at this time. Miss Huff in particular is working over a longer period of time than most substitute teachers, since she is taking the place of Miss Thelma Nelson of the English Department, absent because of illness, over a period of two months, and will later substitute for Mr. Theodore Almy, who will be on leave for the entire second semester. Miss Huff served in a similar capacity for another teacher a year ago for an entire semester. With academic preparation beyond her master's degree and being a former head of an English department in a large high school in New York, Miss Huff, presently a local resident, is especially well qualified to assist with such work. Later: Mrs. Katherine White should be added to the foregoing listing of substitute teachers.

III. OTHER SCHOOL EMPLOYEES

1. Resignations

- a. Miss Zola Arends, Duplicating Machine Operator II, effective January 8, 1953.
- b. Mrs. Patricia Hungerford, Clerk Typist I in the Office of the Dean of the University, effective December 19, 1952.

TEACHERS COLLEGE BOARD

- c. Miss Lois O'Brien, Clerk Stenographer I in the Office of the Registrar, effective January 30, 1953.
 - d. Mrs. Phyllis Quensel, Clerk Stenographer I in the High School Office, effective December 15, 1952.
 - e. Mrs. Alice Joanne Roderick, Clerk Stenographer I in the Office of the Men's Physical Education Department, effective December 19, 1952.
 - f. Mr. Wilber F. Steingraber, Mailing Service Supervisor, effective January 16, 1953 in order to accept another position.
 - g. Mrs. Barbara Ziegler, Clerk Stenographer I in the Office of the Assistant Dean of Men, effective November 15, 1952.
 - h. Mr. John Cave, student worker on the twenty-five hour per week basis, effective October 31, 1952.
 - i. Miss Ingrid Christiansen, student worker on the twenty-five hour per week basis, effective January 16, 1953.
 - j. Miss Marjorie Friederich, student worker on the twenty-five hour per week basis, effective January 30, 1953.
 - k. Mrs. Julia L'Heureux, student worker on the twenty-five hour per week basis, effective October 31, 1952.
 - l. Miss Betty MacMurdo, student worker on the twenty-five hour per week basis, effective November 30, 1952.
 - m. Mr. Keith Weiss, student worker on the twenty-five hour per week basis, effective November 30, 1952.
2. Temporary Position Closed
- a. Mrs. Arloa Dillinger, on temporary appointment as Clerk Stenographer I in the Office of the Dean of Men and the Office of the High School Principal, effective January 16, 1953.
3. Leave of Absence
- a. Mr. Richard Parido, Equipment Attendant, effective October 31, 1952, for an indefinite period, due to illness.
4. Retirement
- a. Mr. Herman Mead, Chief Operating Engineer, effective December 31, 1952.
5. Creation of Three New Positions (All to be paid from Auxiliary Enterprises funds)

PROCEEDINGS

- a. A working manager of the snack bar, subject to classification by Civil Service, at a salary of \$325.00 per month.
 - b. A fountain and grill person to work in the snack bar, also subject to classification by Civil Service, at a salary of \$170.00 per month.
 - c. An additional fountain and grill person to work in the snack bar, also subject to classification by Civil Service, at a salary of \$225.00 per month, in order to cover the schedule of hours that the grill is open and to meet the demands for service which have been much greater than was anticipated.
6. New Appointments (Replacements)
- a. Mrs. Arloa Dillinger, temporary appointment as Clerk Stenographer I in the Office of the Assistant Dean of Men, and the Office of the High School Principal for two weeks in January, to take the places of Mrs. Barbara Ziegler and Mrs. Phyllis Quensel, resigned, effective November 11, 1952, at a salary of \$170.00 per month.
 - b. Miss Gail Grossenbach, Duplicating Machine Operator II, effective January 5, 1953, at a salary of \$175.00 per month, to take the place of Miss Zola Arends, resigned.
 - c. Mrs. Betty S. Kennedy, Clerk Stenographer I in the Office of the Assistant Dean of Men, effective January 5, 1953, at a salary of \$180.00 per month, to take the place of Mrs. Arloa Dillinger, on temporary appointment.
 - d. Mr. Stanley A. Kistner, Maintenance Worker, effective December 30, 1952, at a salary of \$200.00 per month, to take the place of Mr. Riley Walsh, resigned.
 - e. Mr. Harrison F. Lahr, Equipment Attendant, effective January 5, 1953, at a salary of \$200.00 per month, to take the place of Mr. Richard Parido, on leave of absence.
 - f. Miss Mary Catherine Lenegar, Clerk Typist I, effective January 26, 1953, at a salary of \$165.00 per month, to take the place of Miss Lois O'Brien, resigned.
 - g. Mr. Robert C. Monninger, Chief Operating Engineer, effective December 1, 1952, at a salary of \$400.00 per month, to take the place of Mr. Herman Mead, retired.
 - h. Mr. William H. Mann, Maintenance Worker, effective January 12, 1953, at a salary of \$200.00 per month, to take the place of Mr. William Unger, transferred.

TEACHERS COLLEGE BOARD

- i. Miss Andrea V. Moore, Clerk Typist I in the Office of the Dean of the University, effective January 6, 1953, at a salary of \$160.00 per month, to take the place of Mrs. Patricia Hungerford, resigned.
 - j. Miss Bettyglenn Render, Clerk Typist I in the Office of the Men's Health and Physical Education Department, effective January 26, 1953, at a salary of \$160.00 per month, to take the place of Mrs. Alice Joanne Roderick, resigned.
 - k. Miss Hester Bailey, student worker on the twenty-five hour per week basis, effective January 5, 1953, at a salary of \$85.00 per month, to take the place of Miss Betty MacMurdo, resigned.
 - l. Mr. Harold Bennett, student worker part time, effective November 1, 1952, at a salary of \$37.50 per month, to take the place of Mr. John Cave, resigned.
 - m. Miss Edna Ezell, student worker on the twenty-five hour per week basis, effective January 12, 1953, at a salary of \$85.00 per month, to take the place of Miss Ingrid Christiansen, resigned.
 - n. Mr. Robert Lee Zimmerman, student worker on the twenty-five hour per week basis, effective November 1, 1952, at a salary of \$85.00 per month, to take the place of Mrs. Julia W. L'Heureux, resigned.
7. New Appointments (Positions authorized in this report)
- a. Mr. Ervin Franklin Kennedy, classification pending, effective December 18, 1952, at a salary of \$325.00 per month, to fill a newly created position under Auxiliary Enterprises as manager of the new snack bar.
 - b. Mrs. Bernadine Johanna Jones, classification pending, effective January 3, 1953, at a salary of \$170.00 per month, to fill a newly created position under Auxiliary Enterprises as fountain and grill person in the new snack bar.

IV. THE ORGANIZATION

1. The Calendar

The following calendar, beginning with the 1953 Summer Session and extending for one calendar year until the end of the second semester of the 1953-1954 school year, is presented for consideration and approval of the Teachers College Board.

PROCEEDINGS

PROPOSED UNIVERSITY CALENDAR

1953 Summer Session

Tuesday - Wednesday, June 9 - 10 - Athletic Coaching School in cooperation with Western State College, to be held at Normal

Monday, June 15 - Registration

Tuesday, June 16 - Classwork begins

Monday - Friday, June 22 - 26 - Handwriting Clinic

Tuesday - Thursday, June 23 - 25 - Social Science Conference

Monday - Friday, June 29 - July 3 - Education Clinic

Monday - Friday, July 6 - 10 - Education Clinic

Tuesday - Thursday, July 14 - 16 - Education Conference and Exhibit

Monday - Friday, July 13 - 17 - Basic Reading Clinic

Monday - Friday, July 20 - 24 - Advanced Reading Clinic

Wednesday - Friday, July 23 - 25 - Special Education Conference

Monday - Friday, July 27 - 31 - Education Clinic

Tuesday, July 28 - Last day for filing theses by candidates for Master of Science in Education degree on August 7

Thursday - Friday, August 6 - 7 - Final Examinations

Friday, August 7 - Summer Session closes. Commencement, 3:00 p.m.

Saturday, August 8 - Saturday, August 22 - Camp experience with physically handicapped.

Three-Weeks Post Session

Saturday, August 8 - Registration

Monday, August 10 - Classwork begins

Friday, August 28 - Final Examinations. Three-weeks session closes.

First Semester, 1953

Monday, September 14 - Student teachers report, 9:00 a.m.

Monday, September 14 - Faculty meeting, 3:00 p.m.

Monday, September 14 - Faculty counselors meeting, 4:30 p.m.

Tuesday, September 15 - Freshmen report, 9:15 a.m.

Thursday - Friday, September 17 - 18 - Registration

Thursday, September 17 - Registration for late afternoon, evening and

Saturday classes, 7:30 p.m.

Monday, September 21 - Classwork begins

Monday, October 12 - Illinois Education Association, Central Division meeting

Friday and Saturday, October 30 and 31 - Homecoming

Wednesday, November 25 - Thanksgiving Vacation begins, 12:00 noon

Monday, November 30 - Classes resume

Saturday, December 19 - Christmas Vacation begins after scheduled classes

1954

Monday, January 4 - Classes resume

Tuesday - Friday, January 26 - 29 - Semester Examinations

Friday, January 29 - First Semester closes

TEACHERS COLLEGE BOARD

Second Semester 1954

Monday - Tuesday, February 1 - 2 - Orientation and Freshman tests
Wednesday - Thursday, February 3 - 4 - Registration
Monday, February 8 - Classwork begins
Saturday, April 9 - Spring Vacation begins after scheduled classes
Tuesday, April 20 - Classes resume
Tuesday, June 1 - Last day for filing theses by candidates for Master of Science in Education degree on June 12
Monday - Thursday, June 7 - 10 - Semester Examinations
Friday, June 11 - Second Semester ends
Saturday, June 12 - Alumni Reunion and Luncheon
Saturday, June 12 - Ninety-fifth Annual Commencement, 3:30 p.m.

2. Graduate School

a. Additional Courses

The following courses have been presented to the Graduate Committee of the Teachers College Board with the request that they be approved as additional work to be offered in the Graduate School of Illinois State Normal University.

Department of Education and Psychology

- (1) Analysis and Correction of Reading Disability 307, 3 sem. hrs.

Standardized and informal tests, analysis of test results, and differentiated reading programs based on test findings. Opportunities are provided for administering informal and standardized instruments designed to determine the extent of retardation and the type of reading disability. Practice is given in analyzing test findings and in recommending psychological and pedagogical procedures that will provide for the specific needs of subjects with reading difficulties. Prerequisite: Education 107 and 205 or teaching experience.

- (2) Public Relations for Education 331, 2 sem. hrs.

Analysis of the need for public relations and study of programs for education. Wide use of visual aids and community resources. Work of the individual student will focus on practical problems related to his area of specialization. Ways of evaluation will be included.

Department of English

- (1) Literature of Eastern United States 349, 2 - 8 sem. hrs.

Field course through the Eastern section of the United States, visiting past and present centers of literary

PROCEEDINGS

interest. Runs concurrently with the summer session and is a component part of it. The first week is spent on the campus in a study of the literature, six weeks in travel, and the eighth week in study on the campus. Prerequisite: Approval of the instructor.

(2) Literature of the British Isles 350, 2 - 8 sem. hrs.

Reading of pertinent English literature designated by the instructor. Places of interest as literary background, including festivals of drama and the universities, will be visited in England, Wales, and Scotland. Prerequisite: Consent of instructor.

Department of Geography

(1) Field Surveys in Western Europe 310, 2 - 8 sem. hrs.

Studies of selected rural and industrial districts. Experiences with intensive and reconnaissance types of geographic investigation. Emphasis on participation in actual field surveys as an approach to understanding the lands and peoples of Western Europe.

Department of Mathematics

(1) Teaching and Supervision of Secondary School Mathematics 423, 2 sem. hrs.

Administrative and teaching problems of concern to critics in a laboratory school, heads of departments, and supervisors of secondary school mathematics; prevalent practice, research, and national committee recommendations for provision of professional, vocational, and general education needs of secondary school pupils; critical evaluation of prevalent testing programs and their effect upon mathematical achievement.

(2) Field Work in Mathematics 430, 2 sem. hrs.

Mathematical applications designed to acquaint the teacher of junior high school geometry or trigonometry with practical operation of transit, level, plane table, sextant, angle mirror, and alidade. Applications are drawn from problems associated with surveying, leveling, map making, and various examples of indirect measurement.

Department of Music

(1) Music of Western Europe 310, 2 - 8 sem. hrs.

Travel in Great Britain, France, Germany, Austria, Switzerland, and Italy. Part of the regular summer session and runs

TEACHERS COLLEGE BOARD

concurrently with it. Approximately six weeks spent in the field attending leading music festivals and visiting other places of musical significance. Intensive study conducted prior to departure on board ship and/or between travels. Examinations will be given during return trip. Prerequisite: Approval of instructor.

Department of Physical Science

(1) Instrumental Methods of Analysis 351, 3 sem. hrs.

Analysis by means of optical and electrical principles and instruments, including such methods as colorimetry, nephelometry, spectro-photometry, electrometric titrations, polarography, etc.

Prerequisite: Physical Science 151-204,
Mathematics 116.

b. Approval of Additional Department

The Home Economics Department now qualifies on the same basis as other departments approved for graduate work and it is therefore recommended that this department be given Board approval to offer work on the graduate level beginning with the summer session of 1953. Complete materials covering the qualifications of this department have been presented to the Graduate Committee of the Teachers College Board and similar copies for each member of the Teachers College Board are presented with this report.

Attention is called to the outstanding quality of work that has been done for at least the past twenty years by the Home Economics Department with its approval at all times as a qualified center for educating teachers of Vocational Home Economics. Placement from this department has been one hundred percent for at least twenty years and the scholastic qualifications of the students during much of this period have been higher than in any other department of the University, due to demand for admission to the University and careful screening of applicants. Superior instruction, adequate equipment, two home management houses under one roof erected in 1939 and excellent in every respect, and a number of approved off-campus teaching centers adequately supervised, are all factors in building an outstanding reputation for this department. The only reason for lack of consideration for offering graduate work, the fact that a sufficient number of members of the department did not hold doctor's degrees, has now been eliminated, as is indicated in the presentation of information for departmental approval, with four of the regular staff members holding doctor's degrees or completing work to receive such degrees by June 1953.

PROCEEDINGS

V. THE CURRICULUM

No Report.

VI. BUILDINGS AND GROUNDS

1. New Construction

a. Addition to Fell Hall

Progress on the additions to Fell Hall continue but at such reduction in rate that it is doubtful if the south wing will be ready for use before the 1953 summer session. There is a possibility that the drawing room on the first floor may be available for use before the end of the current regular school year. The availability of this space will be welcome as it will make it possible to remove the drawing room furniture from one end of the present enlarged dining room. Thus far, it has been necessary to have a combination dining room and drawing room inadequate in size and rather unattractive in appearance.

b. Snack Bar

The opening of the snack bar on January 5 is mentioned under STUDENT LIFE.

c. Proposed Elementary-Junior High School Building

The associate architects who are drawing plans for the elementary-junior high school building are beginning to make tangible progress following a number of meetings with staff members and several conferences that have included Dr. Browne, Educational Coordinator. It has become necessary to draw plans that eliminate certain very desirable features, such as any type of an auditorium, a cafeteria, much-needed office space beyond a bare minimum, a part of the pre-elementary program. Even so, three rooms in the Special Education Building are being definitely allocated to this new area and a certain amount of space in this building is being made available for mechanical installations. Even under the handicaps of trying to get a desirable program in the space that can be built for the money available, excellent work has been done in developing a type of structure that will be a credit to the program for which it is planned.

2. Rehabilitation and Modernization

a. Capen Auditorium

The work in Capen Auditorium has now been completed

TEACHERS COLLEGE BOARD

and it is undoubtedly one of the most beautiful places on the campus. Along with improved appearance is better utilization of this center, which is always in great demand. The changes that have been made are:

- (1) New seating with a total of 1078 fully upholstered opera chairs installed with aisle lights at ends of certain rows.
- (2) New flooring on the stage, together with new stage lighting.
- (3) Carpeting of all aisles on the main floor and in the balcony.
- (4) New drapes at all windows with a type of lining that shuts out all light when necessary for certain uses of the auditorium.
- (5) Completely new decoration in eight colors.

There remains the installation of new exit doors at the rear of the auditorium, the authorization of contract for this to be presented for Board action at this meeting.

b. Rewiring of Industrial Arts Building

The contract in the amount of \$41,116.00 has been let for the entire rewiring of the Industrial Arts Building and much of this work was completed during the Christmas holidays. The remainder can be done without too much confusion with school in session.

c. Heating Plant

Bids were opened December 30, 1952, on the necessary changes in the heating plant. The low bid was that of Ralph L. Coup, 204 North Oak Street, Bloomington, whose base bid was \$120,390.00. This bid was in excess of the funds for this project. It has been elected to take the following deductions, which were a part of the proposal, in order to bring the total contract price to within our allocation of funds: Proposal 1b (omission of repairs to stoker) - \$28,312.00, Proposal 1m (omission of painting of bare piping and equipment) - \$125.00, and Proposal 1o (omission of replacement of windows in heating plant) - \$28,500.00, or a total deduction of \$56,937.00, which leaves a net of \$63,453.00 which has been recommended by the Division of Architecture and Engineering for acceptance. This recommendation is concurred in and the request is made for approval for the contract to be let in this amount, payable from available funds from the appropriation for Rehabilitation and Modernization.

PROCEEDINGS

The tabulation of other bids is available in the Teachers College Board office, or the office of the Division of Architecture and Engineering.

- d. Remodeling of Exit Doors and Installation of Anti-Panic Hardware in Capen Auditorium.

As suggested at the meeting of the Teachers College Board on September 22, 1952, specifications have been prepared and bids obtained for remodeling exit doors and installation of anti-panic hardware as called for to meet fire regulations. Three bids were received which are as follows:

Charles A. Bates and Sons	\$ 6400.00
West Construction Company	6298.90
Felmley-Dickerson Company	5900.00

The acceptance of the Felmley-Dickerson Company bid in the amount of \$5900.00 is recommended, payable from the Contractual Services Account - General Revenue.

VII. AUXILIARY ENTERPRISES

1. The Cage (snack bar)

An additional auxiliary enterprise was opened on January 5, 1953, on the ground floor of the middle or west wing of Fell Hall. This is described rather completely in this report under STUDENT LIFE.

VIII. STUDENT LIFE

1. New Student Center

A much-needed addition to the facilities of the University has just been made available with the opening on January 5, 1953, of the snack bar on the ground floor of the new west wing of Fell Hall. A contest was held under the auspices of the Student Council for the naming of the new student center. The name finally selected was "The Cage," this being a shortened name for the bird cage, or the cardinal cage, as representing the "Red Bird" as the traditional activities insignia of the University.

This area, seating approximately eighty-five students at booths, tables, and on stools at the soda bar, is proving a valuable addition to the much-needed facilities on the campus where students may not only obtain food but further their social life under general University regulations. The equipment is adequate and beautiful and the

TEACHERS COLLEGE BOARD

operation of this new area has been placed under the direction of a person especially qualified by experience in such work. "The Cage" will be used to provide short orders and fountain service from approximately 7:30 a.m. until 10:30 p.m. It will prove popular, especially for breakfasts, since it has not been found financially desirable to open the cafeteria for such service. The opening of this new facility is an important step in the furtherance of a program to meet the needs of the students for enlarged and important social life, as well as a high grade food service. This will be operated as an auxiliary enterprise and should be an important revenue producing agency. After a week of operation it may be reported that "The Cage" is used to capacity most of the time with cash receipts in excess of \$600.00 for this first week.

2. Student Union

There has been a greatly awakened interest and considerable activity in thinking about a possible Student Union. This interest, stimulated by the Student Council of the University and furthered by the Student Union Committee as a faculty and student group designated by the Centennial Committee, has reached the point of organized planning and preliminary consultation with the bonding company that was responsible for making possible the two new residence halls under a self-liquidating program. The Teachers College Board will be approached by student, faculty, and possibly alumni and local representatives in the near future to obtain their reaction as to available ways and means for making this building possible. Much of this will center about the possibility of increased student activity fees of an earmarked nature to which there appears to be considerable favorable reaction at the present time on the part of the student body. This has now become definitely a Centennial project looking to 1957.

IX. MISCELLANEOUS

1. Intervisitation Program

About five years ago the original American Association of Teachers Colleges was enlarged to include schools and colleges of education of multiple purpose institutions such as general universities and also municipal teacher educating institutions. At that time the name was changed to the American Association of Colleges for Teacher Education, but it was agreed that until new standards were prepared and accepted, the new combined groups would operate un-

PROCEEDINGS

der the standards of the previous teachers college organization. In the meantime all of the schools would be expected to re-study their qualifications and as a climax of this self-evaluation, there would be a visitation from committees composed officially of presidents of teachers colleges and deans of colleges of education with assistance from other staff members as needed. One-third of the schools were designated to have such visitations in each of three school years,--1951-1952, 1952-1953, 1953-1954.

The visitation of Illinois State Normal University was set for the 1952-1953 school year and was just recently completed on December 1, 2, and 3, 1952. The official visitors for I.S.N.U. were President J. W. Maucker of Iowa State Teachers College, as chairman, President Rexford S. Mitchell of La Crosse State Teachers College at La Crosse, Wisconsin, and President C. L. Crawford of the Mankato State Teachers College at Mankato, Minnesota. Each of them, as is permissible and even urged, brought a member of his staff with him in the persons of Dr. Daryl Pendergraft, Curriculum Coordinator at Iowa State Teachers College, Dr. Maurice O. Graff, Dean of the College at La Crosse, and Dr. Edwin M. Boyne, Director of the Laboratory Schools at Mankato. From within the State of Illinois, Dr. Claude E. Vick was designated to represent the Illinois Commission on Teacher Education and Professional Standards and Mr. Albert Burgard represented the Office of the Superintendent of Public Instruction. The eight visitors have completed their active work and are preparing a report that will be sent to the headquarters of the American Association of Colleges for Teacher Education at Oneonta, New York, and a copy of this report will later be forwarded to our school. In general, the visitors were very complimentary as to what they found at the time of their visit. Between a critical evaluation of our own faculty and comments from the visiting team, it is hoped that the University may undertake a follow up program beneficial to our own procedure and to teacher education in general.

It has been the privilege of the President of this school to serve as chairman of committees making similar visitations at Indiana State Teachers College at Terre Haute, Indiana, and at the College of Education of Drake University, Des Moines, Iowa. Further assignments as chairmen of visiting teams are at the School of Education of the State University of Iowa at Iowa City, and Ball State Teachers College at Muncie, Indiana. In some of these visitations it has been and will be our privilege to have Dr. Arthur H. Larsen, Dean of the University, and Dr. J. W.

TEACHERS COLLEGE BOARD

Carrington, Director of Laboratory School Experiences, serve as cooperating members.

2. Gifts to the University

Although there is nothing of a specific nature to offer in this report upon which the Teachers College Board can take definite action, it is hoped that there may be the opportunity at this Board meeting to have a discussion of ways and means of accepting gifts of property and contributions for building purposes from friends of the University. The details of such desirable acquisitions could be handled by the University Foundation, but preliminary procedures involving acceptance by the Teachers College Board would need to be definitely formulated in advance of definite negotiations with donors.

3. Salary Schedule

It would seem that some definite understanding should be had of the manner in which the four colleges operating under the Teachers College Board may proceed in the recommendations of staff members for salaries for the next, or 1953-1954, school year, or in the case of twelve months employees, the calendar year July 1, 1953 to June 30, 1954. Although it must be understood and accepted that staff members cannot continue indefinitely year after year to expect increases in salaries, the fact still remains that many of those receiving the smaller salaries in the lower ranks are, at least at Illinois State Normal University, destined to have to operate until July 1, 1955, without the possibility of any increase in salary whatsoever. There are other embarrassing complications which result from an apparent and readily understood feeling at the present time on the part of the Teachers College Board that changes in the salary schedule figures should not be made. This prohibits these many staff members from getting the benefit of moving to the same level of salaries as used at Charleston and Macomb, or of receiving regular or special increments. This has been pointed out in detail in a letter directed to Mr. Joseph F. Bohrer, as Chairman of the Salary Schedule Committee and likewise Chairman of the Advisory Committee of Illinois State Normal University, copies of which letter are being forwarded to all members of the Teachers College Board. This letter sets forth some of the limitations and some suggestions as to ways in which the situation might be handled without of necessity changing the figures in the present salary schedule and asks for a clarification of existing procedures. It is hoped that there may be some discussion of this at the meeting of the Teachers

PROCEEDINGS

College Board since all presidents will be called upon to provide lists of recommended appointments for the summer sessions and probably the next academic year in their next reports to the Teachers College Board.

4. University Choir to Appear with Chicago Symphony Orchestra

The Division of Music Education of the University has proudly accepted an invitation to sing in a regular concert with the Chicago Symphony Orchestra in Chicago on Tuesday, February 10. The invitation came as a result of a presentation by the joint choirs of Illinois Wesleyan University and Illinois State Normal University with the Bloomington Symphony Orchestra in two concerts on November 23 and 24. The combined choirs of 104 voices, with fifty-five of them from I.S.N.U., apparently made such a highly satisfactory presentation as to merit the invitation to come to Chicago. This will provide quite a thrill for the students of both universities and is a tangible recognition of the quality of their performance.

5. Calendar Appointment Books

It has been a pleasure for the Alumni Association of Illinois State Normal University to make available calendar appointment books to members of the Teachers College Board, Central Office staff, and the presidents of the other schools. These books were designed, published, and entirely paid for by the Alumni Association. They were sold at \$1.00 per copy. A total of two thousand copies were published and sold to alumni, present students, faculty, and friends of the University. This has been a very satisfactory project that has been well received.

6. University Council

Commendation should be extended to the University Council for the valuable contributions they have made to the welfare of Illinois State Normal University. Administratively, it is felt that this organization is working as well as can be expected from any group where differences of opinion must so frequently be reconciled to such a point of compromise in thinking that distinctive, decisive, and outstanding actions are reduced to a minimum. It has been thought best to cover this activity in detail in a letter to the Executive Officer of the Teachers College Board with copies to all members of the Board rather than to include it in this Board report or as a part of the published report of the Executive Officer.

TEACHERS COLLEGE BOARD

X. SUMMARY

Consideration and favorable action is respectfully requested on the following matters presented in detail in this Board report.

1. Appointments of Miss Alice L. O'Brien and Mr. William D. Popejoy as regular members of the faculty.
2. Appointments of Mrs. Shirley Harris, Mrs. Max Honn, Miss Bernice Huff, and Mrs. Katherine White as substitute teachers.
3. Acceptance of the resignations of Miss Zola Arends, Mrs. Patricia Hungerford, Miss Lois O'Brien, Mrs. Phyllis Quensel, Mrs. Alice Joanne Roderick, Mr. Wilbur F. Steingraber, Mrs. Barbara Ziegler from Civil Service positions and Mr. John Cave, Miss Ingrid Christiansen, Miss Marjorie Friederich, Mrs. Julia L'Heureux, Miss Betty MacMurdo, Mr. Keith Weiss as student workers on twenty-five hour per week basis.
4. Granting of leave of absence to Mr. Richard Parido for an indefinite period.
5. Recognition of the retirement of Mr. Herman Mead as Chief Operating Engineer.
6. Creation of positions of manager of snack bar (The Cage) and two fountain and grill service positions as indicated at this same auxiliary enterprise.
7. Appointments of Mrs. Arloa Dillinger, Miss Gail Grossenbach, Mrs. Betty S. Kennedy, Mr. Stanley A. Kistner, Mr. Harrison F. Lahr, Miss Mary Catherine Lenegar, Mr. Robert C. Monninger, Mr. William H. Mann, Miss Andrea V. Moore, Miss Bettyglen Render to regular Civil Service positions and Miss Hester Bailey, Mr. Harold Bennett, Miss Edna Ezell, Mr. Robert Lee Zimmerman to positions as student workers on a twenty-five hour per week basis.
8. Appointments of Mr. Ervin Franklin Kennedy and Mrs. Bernadine Johanna Jones to newly created positions.
9. University calendar as submitted.

PROCEEDINGS

10. Additional graduate courses as listed.
11. Home Economics Department to qualify for offering graduate work.
12. Awarding of contract for \$63,453.00 to Ralph L. Coup, 204 North Oak Street, Bloomington, Illinois, for work to be done at the heating plant.
13. Awarding of contract for \$5900.00 to Felmley-Dickerson Company for remodeling of exit doors including installation of anti-panic hardware in Capen Auditorium.

In addition to Board action on the foregoing recommendations, it is hoped that there may be discussion and some reaction to the following items:

- a. Procedures in connection with the anticipated Student Union.
- b. Gifts of property and other items and acceptance of money designated for use at Illinois State Normal University.
- c. Possible adaptation of the present salary schedule to the best interests of the schools operating under the direction of the Teachers College Board.

Respectfully submitted,

R. W. FAIRCHILD

REPORT OF THE WESTERN ILLINOIS STATE COLLEGE MACOMB, ILLINOIS Meeting in Springfield, Illinois January 19, 1953

To the Members of the Teachers College Board of Illinois:

The following report is submitted for the Western Illinois State College:

I. STUDENTS

A. Enrollment, Winter Quarter 1952-1953

TEACHERS COLLEGE BOARD

	Men & <u>Boys</u>	Women & <u>Girls</u>	<u>Total</u>	Total One Year <u>Ago</u>
1. College				
Regular Students				
Graduates	22	4	26	40
Seniors	104	70	174	215
Juniors	104	105	209	224
Sophomores	166	101	267	308
Freshmen	<u>254</u>	<u>210</u>	<u>464</u>	<u>384</u>
	650	490	1140	1171
Saturday and Evening Classes				
Graduates	61	36	97	80
Seniors	1	17	18	
Juniors		14	14	
Sophomores	<u>1</u>	<u>8</u>	<u>9</u>	<u> </u>
	63	75	138	80
Sub-total	713	565	1278	1251
2. Extension, First Term				
Off Campus	58	466	524	613
On Campus				
Week End Tours	1	33	34	
New Orleans Tour	<u>4</u>	<u>29</u>	<u>33</u>	<u> </u>
Sub-total	63	528	591	613
3. Secondary Schools				
Macomb Senior High School	195	184	379	371
Western High School	58	72	130	129
Bardolph High School	24	27	51	51
Kewanee High School	324	349	673	640
Galesburg Sr. High School	501	488	989	978
Jacksonville High School	<u>418</u>	<u>428</u>	<u>846</u>	<u>826</u>
Sub-total	1520	1548	3068	2995
4. Elementary Schools				
Edison Jr. High School	103	111	214	240
McArthur Grade School	102	77	179	
Western Laboratory School	130	163	293	263
Bardolph and Adair	<u>117</u>	<u>115</u>	<u>232</u>	<u>232</u>
Sub-total	452	466	918	735
Grand Total	2748	3107	5855	5594

PROCEEDINGS

B. Teachers College Scholarship List

1. I certify to the Teachers College Board that the 472 persons with the addresses indicated in each case, a list of whom was sent to the Secretary together with the voucher dated November 25, 1952 to be submitted to the Auditor of Public Accounts, attended the Western Illinois State College during the Fall Quarter 1952 under the provisions of Section 30-1 of "The School Code."

C. Military Scholarship List

1. I certify to the Teachers College Board that the 59 persons of the addresses indicated in each case, a list of whom was sent to the Secretary along with the voucher dated November 25, 1952 to be submitted to the Auditor of Public Accounts, attended the Western Illinois State College during the Fall Quarter 1952 under the provisions of Section 30-5 of "The School Code."

II. FACULTY

A. Resignations

None

B. Leave of Absence

1. Mr. Loren K. Robinson, Instructor in the Agriculture Department, who was ordered to active duty with the 44th National Guard Division in October 1951, requested an extension of his military leave of absence for one year beginning October 16, 1952.

C. Replacements

None

III. OTHER EMPLOYEES

A. Leave of Absence

1. Mrs. Myrtle Joplin, Cook I, went on disability leave effective November 1, 1952. The nature of her disability is such that she does not expect to return to duty, and a permanent replacement will be employed as soon as a suitable candidate can be found.

B. Resignations

1. Mr. Robert C. Monninger, Stationary Fireman, who was granted a one-year military leave of absence beginning November 16, 1951, was released from military serv-

TEACHERS COLLEGE BOARD

ice November 15, 1952, but submitted his resignation effective November 28, in order to accept a position at Illinois State Normal University.

2. Miss Alice Crabill, Residence Hall Director, has submitted her resignation to become effective January 31, 1953 in order to accept another position at a higher salary.

C. Replacements

1. Mrs. Mabel Day was employed effective October 2, 1952 at \$140 plus \$10 maintenance per month to replace Mrs. Joplin who was on sick leave and went on disability as of November 1. This is a temporary appointment until a permanent replacement is certified through regular Civil Service channels.
2. Mr. Gerald F. Carlile was employed effective October 20, 1952 as a Watchman at \$200 per month. This is a temporary appointment to replace Earl Graves, who is on disability leave, until Mr. Graves is able to return to duty or a permanent replacement is certified through regular Civil Service channels.
3. Mr. Leon George was employed effective January 1, 1953 as Maintenance Carpenter at \$240 per month. This is a temporary appointment for six months.

D. Adjustments in Salaries

1. Due to the resignation of Miss Crabill, Residence Hall Director, Mrs. Olive George, Food Service Supervisor, will be in charge of food service in the girls' dormitory in addition to supervising the cafeteria. It is recommended that Mrs. George's salary be increased from \$246 to \$300 per month effective February 1, 1953. This is a temporary arrangement for the remainder of the current year.
2. Miss M. Elizabeth Wallsmith, Assistant Residence Hall Director, will be in charge of the dormitory, with the exception of food service, for the remainder of the year. It is recommended that her salary be increased from \$275 to \$325 per month effective February 1, 1953.

E. Addition to Substitute List

1. Wilma L. Bean, R.N.

IV. ORGANIZATION

No report.

PROCEEDINGS

V. CURRICULUM

The Curriculum Committee is studying the entire problem of freshman orientation and freshman courses as well as the offerings in each one of the sixteen departments.

VI. BUILDINGS AND GROUNDS No report.

VII. AUXILIARY ENTERPRISES No report.

VIII. STUDENT LIFE

- A. Western's last assembly program before the Christmas holidays was given by the four foreign students who are on campus this year. They are from Siam, Hawaii, France, and the Philippine Islands.
- B. The enrollment of Korean veterans is increasing each quarter. During the fall quarter Western had thirty-six GI's who had served in Korea, and the winter quarter there are forty-three enrolled.
- C. The members of the Alpha Sigma Alpha sorority have rented the house, which was formerly occupied by Mr. and Mrs. Schreiber. This is the fifth sorority which now has a house of its own. This additional house is of considerable help in regard to the housing problem as it provides facilities for twenty-five girls.
- D. Over two thousand students, faculty, and citizens of Macomb attended the concert given at the college by Leonard Rose, cellist, in December. This concert is one of those regularly scheduled in the Community Concerts artists' series.
- E. A very descriptive, informative, and well-written article on conditions in Korea was received by the college from Wayne M. Sutton, former student at Western who is serving with the Fifth Air Force in Korea.

IX. MISCELLANEOUS

A College calendar for 1953-54:

Fall Quarter opens	September 8, 1953
Fall Quarter closes	November 27, 1953
Winter Quarter opens	November 30, 1953
Winter Quarter closes	March 5, 1954
Spring Quarter opens	March 8, 1954
Spring Quarter closes	June 3, 1954

TEACHERS COLLEGE BOARD

College calendar for 1953-54: (Continued)

First Summer Term opens	June 7, 1954
First Summer Term closes	July 16, 1954
Second Summer Terms opens	July 16, 1954
Second Summer Term closes	August 20, 1954
Fifty-second Annual Commencement	June 3, 1954
Homecoming	October 29 to November 1, 1953, inclusive.
Thanksgiving Recess	November 26 to 29, 1953 inclusive.
Christmas Holidays	December 19, 1953 to January 3, 1954, inclusive.
Spring Recess	April 17 to 25, 1954, inclusive.

X. SUMMARY

The approval of the Teachers College Board is requested for the following recommendations:

- A. The list of 472 Teachers College Scholarship students for the fall quarter 1952.
- B. The list of 59 Military Scholarship students for the fall quarter 1952.
- C. Extension of the military leave of absence of Mr. Loren K. Robinson for one year beginning October 16, 1952.
- D. The disability leave of Mrs. Myrtle Joplin effective November 1, 1952.
- E. The resignation of Mr. Robert C. Monninger effective November 28, 1952.
- F. The resignation of Miss Alice Crabill effective January 31, 1953.
- G. The appointment (temporary) of Mrs. Mabel Day as Maid effective October 2, 1952 at \$140 plus \$10 maintenance per month.
- H. The appointment (temporary) of Mr. Gerald F. Carlile as Watchman effective October 20, 1952 at \$200 per month.
- I. The employment of Mr. Leon George as Maintenance Carpenter at \$240 per month for six months beginning January 1, 1953.
- J. Increase in salary from \$246 to \$300 per month for Mrs. Olive George, Food Service Supervisor, effective February 1, 1953.

PROCEEDINGS

K. Increase in salary from \$275 to \$325 per month for Miss M. Elizabeth Wallsmith, Assistant Residence Hall Director, effective February 1, 1953.

L. Addition of Wilma L. Bean, R.N., to the substitute list

M. The college calendar for 1953-54.

Respectfully submitted,
F. A. BEU, President

SUPPLEMENT TO REPORT OF THE WESTERN ILLINOIS STATE COLLEGE MACOMB, ILLINOIS Meeting in Springfield, Illinois January 19, 1953

To the Members of the Teachers College Board of Illinois:

The following proposed purchase is submitted for the consideration of the members of the Board:

Library Equipment

All furniture and equipment must be equivalent to, or better than, similar items listed in Library Bureau catalog #35B. Equivalence is to be decided by Western Illinois State College.

- 20 library reading tables, 90"x36"x30" high
- 132 library reading chairs, 18" seat height, 3 back rails
 - 1 atlas stand
 - 2 dictionary stands
 - 4 individual study tables
 - 1 initial unit) counter-height shelving, double-faced
 - 1 additional unit) with tilted bottom shelf, 8" shelf depth
 - 2 consultation tables for card catalog trays, similar to table in Library Bureau catalog, page 20, as provided for Public Library, Mt. Vernon, N. Y.
 - 2 book trucks--must be equipped with this type of tire or better: 5-1/2" cushion rubber tires similar to those on the Gaylord book truck #23-C.
 - 2 book trucks, aluminum, light gray finish (Gray-rite)

TEACHERS COLLEGE BOARD

- 1 librarian's desk, top at least 28"x58", 30" high
(card catalog units must correspond to and intermember with
3 15-tray card catalog unit)(the card catalog cases we now
1 leg base, 16" high)have; specifications: quarter-
(sawed white oak, light finish.

Quotations should include any or all of following woods and finishes: (1) quarter sawed white oak, light finish; (2) hard maple, blond or natural finish; (3) birch, blond or natural finish. Samples to be provided. Any of these will be acceptable provided that all the furniture needed for any one room can be obtained in the same wood and finish.

Bids were received as follows:

Library Bureau, Remington Rand
444 N. Michigan Ave., Chicago, Ill. \$6,957.49

Miner's Book Store
Macomb, Illinois (including card catalog
units totaling \$316 as bid by Library Bureau). . \$7,154.92

John Sjostrum Co.
1717 N. 19th St., Philadelphia, Pa. \$7,660.00

Gaylord Bros., Inc.
155 Gifford St., Syracuse, N.Y. Incomplete Bid

It is recommended that the bid of the Library Bureau, Remington Rand, be accepted. This will be paid from General Revenue - Equipment funds.

Respectfully submitted,
F. A. BEU, President

SUPPLEMENT #2 TO REPORT OF THE WESTERN ILLINOIS STATE COLLEGE MACOMB, ILLINOIS Meeting in Springfield, Illinois January 19, 1953

To the Members of the Teachers College Board of Illinois:

The following improvement projects were submitted to and

PROCEEDINGS

approved by the three members of the Advisory Committee for the Western Illinois State College:

1. The first project was the reconstruction in part and re-pair of the pipe organ in the auditorium. The three firms contacted bid as follows on the work.

R. W. Gimpel, Pipe Organ Builder
3205 NW 23rd St., Oklahoma City, Okla. \$ 4,000

Wicks Organ Company,
1325 W 17th St., Davenport, Iowa 11,875

John Chastina
Masonic Temple, Decatur, Illinois This firm
replied that they were booked up for one year and could
not submit a bid at this time.

The contract was awarded to R. W. Gimpel.

2. The second project dealt with the painting of the ground, first, second, and third floors of the laboratory school building on which bids were received as follows:

G. E. McCall	Ground & First Floors	\$ 6,879.00
	Second & Third Floors	11,420.00
Glenn Knappenberger	Ground & First Floors	7,418.00
	Second & Third Floors	10,560.60
Ben Bainbridge	Ground & First Floors	7,142.70
	Second & Third Floors	8,079.20
John Chapman	Ground & First Floors	9,801.50
	Second & Third Floors	13,216.90
Earl Jackson	Second & Third Floors (only)	12,250.00
Dale Mason	Ground & First Floors	4,566.12
	Second & Third Floors	8,828.17

No bids were received from Charles Nunn and Larry Daniels.

The members of the Advisory Committee approved the bid of Dale Mason for the ground and first floors and the bid of Ben Bainbridge for the second and third floors.

We are submitting these projects to the Board as a whole for their confirmation of the action taken by the members of Western's Advisory Committee.

Respectfully submitted,
F. A. BEU, President

TEACHERS COLLEGE BOARD
SUPPLEMENT #3 TO
REPORT OF THE
WESTERN ILLINOIS STATE COLLEGE
MACOMB, ILLINOIS
Meeting in Springfield, Illinois
January 19, 1953

To the Members of the Teachers College Board of Illinois:

The following rehabilitation project at the Western Illinois State College is presented for approval by the Board:

Complete rewiring of the Arts Building including installation of new fixtures in several rooms, corridors and stairways. The project has been approved by the Division of Architecture and Engineering, and bids on same were opened January 13, 1952. Funds will be provided by money available out of the \$226,000 allotted to Western by Senate Bill #771. Western has \$45,000 from this fund which has not been obligated by previous projects. Bids were received as follows:

Wilson Electric Co., Rockford	\$ 34,690.50
J. C. Schaeffer Electric, Inc., Peoria	27,420.00
DeMoss Smith, Galesburg	30,935.58
Macomb Electric Co., Macomb	27,987.00
Leiter Electric, Peoria	34,960.00
Harrison F. Blades, Decatur	34,893.00

We are asking that the low bid of J. C. Schaeffer Electric, Inc., Peoria, be accepted if agreeable with the Division of Architecture and Engineering.

Respectfully submitted,

F. A. BEU, President

PROCEEDINGS

REPORT OF THE

NORTHERN ILLINOIS STATE TEACHERS COLLEGE

To be presented at the meeting of the
Teachers College Board at Springfield

January 19, 1953

To the Chairman and Members of the Teachers College Board:

Ladies and Gentlemen:

I have the honor to submit the following report:

I. STUDENTS

Enrollment for the Winter Quarter is not yet complete, but will be approximately 6% greater than the Winter Quarter, 1951.

II. FACULTY

1. Death

We regret to report that Dr. Willis B. Pickard, associate professor, Department of Mathematics, died in Hines Veterans Hospital during the Christmas holidays. Dr. Pickard had been a member of the faculty since the autumn of 1950.

2. Resignations

Mrs. Lucille Aikins, faculty assistant, Department of English, effective December 8. Mrs. Aikins was employed temporarily to replace Miss B. Mae Small who retired in June.

Mrs. Isabel Cash, assistant dean of women, working one-half time, effective March 1. Mrs. Cash is leaving her work in order to devote full time to homemaking duties. She has been on the staff since 1943, serving as director of Williston Hall, director of Adams Hall, North, and acting dean of women during the year 1950-1951 when Miss Helen Moor was on leave of absence.

Mrs. Gertrude Parcells, librarian, effective December 1. Mrs. Parcells was employed temporarily until a permanent replacement could be found for Miss Ila Karr who resigned in June.

3. Change of Name

Miss Marguerite O'Brien, associate professor, Depart-

TEACHERS COLLEGE BOARD

ment of Education, became Mrs. John O'Connor in November.

4. Replacements

Miss Sarah M. Davis, librarian, assistant professor, at a salary of \$450 per month beginning December 1, 1952, replacing Mrs. Gertrude Parcells, temporary assignment for Miss Ila Karr who resigned in June 1952. Miss Davis earned her bachelor's degree at Coe College, Cedar Rapids, Iowa, her master's degree at the State University of Iowa, and her master of science in library at the University of Michigan. She has taught in the high schools of Nebraska, Iowa, and in Sycamore, Illinois. She comes to Northern from a position with the Detroit Public Libraries.

Mrs. Donna Gras, assistant professor, Department of English, at a salary of \$450 per month for the winter and spring quarters, replacing Mrs. Lucille Aikins. Mrs. Gras is a graduate of Northern Illinois State Teachers College with her master's degree and nearly all of her work toward the doctorate from Northwestern University. She has taught at Roosevelt College, Chicago, the Royce-moor Girls School, Chicago, and two years in Paris, France.

Mr. William B. Storm, associate professor, Department of Mathematics, retired, to teach Dr. Pickard's classes during the emergency created by Dr. Pickard's death. Mr. Storm will receive a salary of \$640 per month beginning January 5. Details necessary to his removal from the University Retirement System salary during the period he is actively employed have been arranged with the System.

III. OTHER SCHOOL EMPLOYEES

1. New Employees

Walter B. Bergeson, Janitor, Gilbert Hall, \$200 per month as of October 1.

Jean N. Thompson, Clerk-Typist II at \$200 per month as of October 1.

Betty Lou Manderfeld, Duplicating Machine Operator I at \$170 as of October 9.

Emma M. Siefertman, Salad Maker at \$175 per month as of November 1.

PROCEEDINGS

Gathel L. Haseker, Janitress, Library, at \$200 per month as of November 1.

Glenn E. McGrew, Janitor, Library, at \$200 per month as of December 29.

2. Replacements

Alec McConn, Janitor at \$200 per month as of October 1 to replace Louis C. Lindemann, resigned as of August 31.

Inez Smith, Kitchen Helper at \$175 per month as of October 16 to replace Mabel E. Olson, resigned as of October 13.

George Hatten, Kitchen Laborer, at \$200 as of November 7 to replace Fred Reppine on leave of absence as of July 1, 1952.

Agnes Murray, Kitchen Helper, \$175, on 3/4 basis, to replace Inez Smith, transferred as of October 31.

Rita M. Ivarson, Clerk-Stenographer II at \$225 as of December 24 to replace Marilyn Maurer, resigned December 31.

Lina Street, Clerk-Stenographer II (temporary) at \$225 per month to replace Betty J. Kohler, resigned as of October 23.

3. Resignations

Mabel Elizabeth Olson, Kitchen Helper, as of October 13.

Betty J. Kohler, Clerk-Stenographer II as of October 23.

Elizabeth F. Pinkston, Cook I, as of November 3.

Carol Heaton, Bookkeeping Machine Operator I as of November 30.

Peggie B. Warren, Cook I as of December 26.

Anja H. Weiherman, Clerk-Typist II as of December 27.

Marilyn Maurer, Clerk-Stenographer II as of December 31.

Arlene M. Osenberg, Duplicating Machine Operator III as of December 31.

4. Leave of Absence Without Pay

Bessie Collin, Cook I from December 5 to December 16, 1952.

Francis H. Finnan, Sr., Janitor, from December 1 to January 5.

5. Change of Status

Elmer Holbo, Janitor, to Janitor Crew Leader, no change in salary - October 1.

TEACHERS COLLEGE BOARD

Mary Concidine from Clerk-Stenographer I at \$185 to Clerk-Stenographer II at \$215 per month - October 1.

Wendell Crofoot, Stationary Engineer at \$390 to Stationary Fireman at \$345 as of October 16.

Harry Pepple, Automotive Mechanic from \$300 to \$325 as of October 16.

Fidel M. Compuzano, Janitor from \$200 to \$215 as of November 1.

Inez Smith from Kitchen Helper at \$175 to Cook I at \$185 as of November 1.

Pinkie S. Halstead, Janitor from \$200 to \$215 as of December 1.

Cleveland Brophy, Janitor from \$200 to \$215 as of December 1.

Inez Owen, from Clerk-Typist II at \$200 to Bookkeeping Machine Operator II at \$200 as of December 1.

Elmer Turnbloom, Janitor, at \$200 to \$215 as of December 1.

IV. THE ORGANIZATION

We should like to submit for approval the college calendar for 1953-1954:

Autumn Quarter, 1953

Monday, September 14 Faculty Meeting 3:00 P.M.
Tuesday, September 15 New Students Week begins 8:00 A.M.
Saturday, September 19 Completion of registration of other students 8:00 A.M. - 3:00 P.M.
Monday, September 21 Class work begins 8:00 A.M.
Friday, Saturday, Sunday, October 16-17-18 Homecoming
Friday, October 23 Meeting of Rock River Division of I.E.A.
Tuesday, November 24 Thanksgiving recess begins end of school day
Monday, November 30 Class work resumes 8:00 A.M.
Tuesday, Wednesday, Thursday, December 15-16-17 Examinations
Friday, December 18 Quarter closes at end of school day

Winter Quarter, 1953-1954

Monday, January 4 Completion of Registration 8:00 A.M. - 3:00 P.M.
Tuesday, January 5 Class work begins 8:00 A.M.
Friday, February 12 Holiday
Tuesday, Wednesday, Thursday, March 16-17-18 Examinations
Friday, March 19 Quarter closes at end of school day

PROCEEDINGS

Spring Quarter, 1954

Monday, March 22 Completion of Registration 8:00 A.M. - 3:00 P.M.
Tuesday, March 23 Class work begins 8:00 A.M.
Wednesday, April 14 Easter recess begins at close of school day
Tuesday, April 20 Class work resumes 8:00 A.M.
Sunday, June 6 Commencement 5:00 P.M.
Wednesday, Thursday, Friday, June 9-10-11 Examinations
Saturday, June 12 Quarter closes at end of school day

Summer Session, 1954

Monday, June 21 Registration 8:00 A.M. - 3:30 P.M.
Tuesday, June 22 Class work begins 8:00 A.M.
Thursday, August 12 Commencement 3:00 P.M.
Friday, August 13 Summer Session Closes at End of School day

Autumn Quarter, 1954

Monday, September 13 Faculty Meeting 3:00 P.M.
Tuesday, September 14 New Students Week begins 8:00 A.M.
Saturday, September 18 Completion of registration of other students 8:00 A.M. - 3:30 P.M.

This calendar has been approved by the Administrative Council in consultation with student representatives.

V. THE CURRICULUM

The Graduate School

On November 18, 1952, detailed descriptions of courses on the graduate level, including some on the undergraduate level, were sent to the members of the Curriculum committee of the Board, asking for approval of this work so that it may be included in the catalog. On November 28, 1952, a summary of our requests was sent to the Curriculum Committee of the Board. We should like to have the following courses approved for graduate work as shown in the summary immediately below. Complete descriptions of these courses follow the summary.

A. Removals and Additions in Courses

<u>Courses Removed</u>	<u>Total</u>	<u>Courses Added</u>	<u>Total</u>
Education: 405, 406, 407, 515, 525, 535, 545, 555, 563, 564	10	595, 566, 503, 466	4
English: 510	1	None	

TEACHERS COLLEGE BOARD

Removals and Additions in Courses (Continued)

Social Science:	521, 549a, 560, 3	566	1
Speech:	None	520, 521, 522, 523, 524, 525, 526, 527, 528, 599	10
Physical Education for Women	None	510, 540, 545, 555, 560, 570, 571, 572, 573	9
Total # removed	14	Total # added	24

Total difference: 10 courses added

B. Advanced Courses Now Being Offered But Which Have Not Been Approved For Graduate Work

Biological Science 405	1
English 400 (recently numbered on the 300 level)	1
Mathematics 400 (recently numbered on the 300 level)	1
Social Science: 425, 464 (recently numbered on the 300 level)..	2
Physical Education for Women: 440, 443, 446, 450, 451, 455, 460, 461, 462, 465, 466	11
Total	16

Complete description of courses - request for approval for graduate work:

1. Department of Biological Sciences

Permission is requested to allow graduate credit for an advanced senior college course:

Biological Science 405. Field Course in Natural History
(for teachers in the elementary and secondary schools)

Emphasis is placed upon the use of natural materials in teaching. Daily field trips are taken on the Lorado Taft Campus and nearby areas. Classroom work includes discussions, demonstrations, visual aids, the identification and preservation of biological specimens, and the study of literature pertaining to the natural history of the area.

Prerequisite: Course 105 or permission of instructor.
Credit: Three quarter hours.

2. Department of Education

Permission is requested to remove the following courses from the offerings of the department: Education 405, 406, 407, 515, 525, 535, 545, 555, 563, and 564.

PROCEEDINGS

The first three and last two of these are quite similar to other courses; 515, 525, 535, 545, and 555 are internship courses which should be grouped under one number - 595.

Permission is requested to add the following courses to those carrying a graduate credit:

a. Education 595. Internship

An opportunity for qualified students to work individually or in small groups in a practical school situation under the guidance of a member of the school's administrative staff and the college supervisor. One of the following areas may be selected: elementary teaching, secondary teaching, core curriculum, supervision and curriculum, guidance, and administration. Includes direct experience and research. Assignments may be arranged for a minimum of eight quarter hours credit (one-half day for 12 weeks) or 12 to 16 quarter hours credit (a full day for 12 weeks.) No credit will be given for internship in the same area in which the student may happen to be regularly employed as a member of a school's staff at that time. Internees should have completed at least one-half of their graduate course work prior to the assignment and should arrange to enroll in the respective problems course concurrently with the internship.

Assignment only by special arrangement with the Student teaching Office Credit to be arranged.

b. Education 566. Clinical Problems in Child Study

A course providing clinical experiences in diagnosis of reading difficulties and the application of remedial procedures.

Prerequisites: Courses 300, 466, Student Teaching.

Credit: Four quarter hours.

c. Education 503. Independent Research in Education

With the approval of the major adviser, students will select a project on which to work during the term, either in the field or in the library, meet regularly with the adviser for consultation and guidance, and prepare a research paper as a culmination of study. Credit will be determined on the basis of 20 hours of work equaling one quarter hour of credit.

Credit: Two to four quarter hours.

d. Education 466. Diagnosis and Treatment of Reading Difficulties

This course includes a study of the causes of reading diffi-

TEACHERS COLLEGE BOARD

culties, their diagnosis and treatment.

Prerequisite: A course in reading methods.

Credit: Four quarter hours.

3. Department of English

Permission is requested to drop from the offerings of the department one course: English 510.

Permission is also requested to allow graduate credit for a course recently renumbered from the 300 level; English 400 - Creative Writing.

This course is designed to give students practice in developing papers of varying length and character. The class is conducted informally, much of the time being devoted to conferences and to critical evaluation of papers written by members of the class.

Prerequisite: Courses 100 and 101.

Credit: Four quarter hours.

4. Department of Mathematics

Permission is sought to allow graduate credit for a course recently renumbered from the 300 level: Mathematics 400 - Teaching Practices in Arithmetic.

This course includes a study of the function of arithmetic in the elementary school, selection and organization of material, and good teaching methods as indicated by scientific studies on the teaching of arithmetic.

Prerequisite: Course 200 or 201.

Credit: Four quarter hours.

5. Department of Social Sciences

Permission is sought to withdraw three courses from the offerings of the department: Social Science 521, 549a, and 560.

Approval is sought for the following courses as ones which carry graduate credit: Only the last of these is a new offering. The first two are renumbered from the 300 level because they are better adapted to seniors and graduate students.

a. Social Science 425. History of Colonial Latin America

This course describes the establishment, institutions, and the life of the Spanish and Portuguese empires in the Western Hemisphere, the achievement of independence and the national histories of the Hispanic American states.

PROCEEDINGS

Prerequisite: A course in American history.

Credit: Four quarter hours.

b. Social Science 464. Public Finance and Public Education

Local, state, and national tax systems within the total economy; public debt and fiscal policies; public finance and education in Illinois.

Prerequisite: Course 360.

Credit: Four quarter hours.

c. Social Science 566. Independent Study in Economics

Individually arranged readings for graduate students to complete requirements in economics and to meet students' needs.

Prerequisite: Course 360.

Credit: Two quarter hours.

6. Department of Speech

Approval is sought for a program of courses in speech correction which the department would have submitted with its original proposal in January, 1951, if its chief correctionist, Mrs. Marjorie Burkland, had possessed the earned doctorate or equivalent. With the replacement of Mrs. Burkland, by Dr. D. Kenneth Wilson, this factor is removed. Should the Board approve, one graduate course will be offered in connection with the 1953 summer Speech Rehabilitation Center; no others will be offered before autumn, 1953.

There are several reasons why our college really needs to initiate a program of study in speech correction. First, the demand for qualified speech correctionists is growing rapidly. For example, last June approximately 30 positions for speech correction teachers in the public schools were available in the northern section of the state. Our four graduating speech correctionists were placed in positions. Next June we will have ten people to meet the increasing demand. Further, the October issue of the placement bulletin of the National Society for Crippled Children and Adults lists over 50 speech correction positions in the north-central area. Many of these positions require the candidate to have a master's degree.

Second, graduate work in speech correction at this institution has been requested by many teachers. Our graduate office has had such requests. Also, some of our own undergraduate speech correction majors have expressed a desire to begin

TEACHERS COLLEGE BOARD

graduate work here, and members of the visiting summer center staff have asked about the possibilities of graduate work on this campus.

Third, the State Board, through the State Department and the American Speech and Hearing Association, is constantly demanding higher qualifications for speech correction teachers. A sound graduate program in speech correction at NI would enable us to train speech correction teachers who would fulfill the highest qualifications demanded by the state or private agencies. It would enable us to stand with our sister institutions who have recognized the demand for speech correction teachers who possess the master's degree. Normal and Southern have offered graduate work in speech correction for some time, and Eastern has recently approved a graduate plan leading to the master's degree.

The Speech Department feels that graduate work in the speech correction area is one of the most important phases of graduate study in the field of speech. Dr. Wilson's appointment has made it possible for us to offer such a program. Dr. Wilson will be in charge of the 1953 summer Speech Rehabilitation Center and will be able to teach one graduate course in connection with his other duties. By the 1953-1954 year, we should be ready for any students desirous of taking this type of graduate work. Regarding personnel to teach on the graduate level in speech correction, it is the opinion of the speech staff that we would not need to think in terms of additional staff at this time. Not only is Dr. Wilson qualified to teach these courses, but also two other members of the staff are qualified to teach some of them.

The following program is submitted in the hope that you will give it consideration and acceptance:

520: Introduction to Speech Pathology

The causes of speech problems and their diagnosis as related to therapy and rehabilitation are presented. Survey of current texts and research regarding various methods for diagnosis of speech defects and the development of specific therapies.

Prerequisite: Consent of the instructor.

Credit: Four quarter hours.

521: Principles and Methods for Correction of Organic Disorders of Speech

Causes and therapies for various organic disorders of speech, such as cleft palate, cerebral palsy, and aphasia.

PROCEEDINGS

Prerequisite: Consent of the instructor.

Credit: Four quarter hours.

522: Advanced Clinical Practice in Speech and Hearing

Supervised clinical practice in the college clinic, grade schools, high schools, and special schools. One class hour per week with two clock hours per week of clinical work required per quarter hour.

Prerequisite: Consent of the instructor.

Credit: One to four quarter hours. May be repeated for credit up to 8 hours with not more than 4 quarter hours in any one quarter.

523: Laboratory Methods in Speech

The use of instruments for standardized testing procedures in the study and diagnosis of speech disorders with special reference to rehabilitative measures.

Prerequisite: Course 320 or consent of the instructor.

Credit: Three quarter hours.

524: Voice Science

A study of the transmission of speech with special reference to pitch, loudness, and quality aspects. Orientation into the fields of psycho-acoustics and psychophysics.

Prerequisites: Bio. Sci. 255a and 320 or consent of the instructor.

Credit: Three quarter hours.

525: Seminar in Speech Pathology: Voice and Articulation

Critical study of research dealing with the causes and diagnosis of voice and articulation problems as related to remedial procedures.

Prerequisites: Courses 520, 523, and 524.

Credit: Three quarter hours.

526: Seminar in Speech Pathology: Stuttering

Study of the various schools of thought on stuttering, their theories and therapies. Basic approaches to the problem of stuttering in children and adults.

Prerequisites: Courses 520, 523, and 524.

Credit: Three quarter hours.

527: Advanced Audiology and Audiometry

Critical study of research in hearing and its application to the

TEACHERS COLLEGE BOARD

testing and rehabilitation of the hard of hearing and deaf, Detailed study of tests and measurements of hearing, and hearing aid evaluation.

Prerequisites: Courses 421, 520, 521, 523, and 524.
Credit: Three quarter hours.

528: Seminar in Hearing

The psychology of the hard of hearing and deaf, prevention of hearing disorders, techniques of lip reading, and auditory training.

Prerequisites: Courses 421, 520, 521, 523, and 524.
Credit: Three quarter hours.

599. Directed Individual Study

Individual study of problems in speech, hearing, and related fields.

Prerequisite: Consent of the instructor.
Credit: One to four quarter hours.

7. Department of Physical Education for Women

Authorization is requested to institute a program of graduate study in physical education in the Summer Session of 1953. Most of the courses will be open to students of both sexes.

Although the staff of this department now meets the requirement that 50% or more hold the earned doctorate or equivalent, it is understood that the program, if approved by the Board, will not be instituted until at least 50% of the staff hold the earned doctorate. The program will not appear in the 1953-1954 catalog, but an insert will be prepared for distribution with it. Only because there is virtual assurance that Miss Miriam Anderson, head of the department, will complete all requirements for the doctorate long before June, is the proposal submitted now.

Clear indication of the need for graduate offerings in this field is apparent in the fact that of 24 county superintendents in the northern Illinois area who were contacted recently in an effort to determine the demand for graduate work in physical education here, 8 stated that 105 of their teachers would be interested in advanced work at Northern Illinois. The other 16 were unable to cite a specific number but they insisted that some of their teachers were in need of advanced work and that unquestionably some wish to take it at Northern Illinois.

PROCEEDINGS

Among the comments made by these superintendents, the following emerged as typical:

Men teaching physical education in the upper elementary school grades need advanced work badly.

In small high schools, inadequately prepared teachers are attempting to handle physical education - the result is unsatisfactory programs.

Supervisors of health and physical education are needed for the elementary schools.

Qualified personnel who are prepared to teach physical education in high school and to supervise at the elementary school level are badly needed.

Physical education teachers want and need specialized work in their own field rather than courses limited to other areas.

Classroom teachers need courses that will assist them to plan and conduct physical education in their own classrooms; they need some work in physical education and health.

The need being urgent, we hope the Board will grant permission to institute the program.

A. Academic qualifications of the staff:

Miriam Anderson. M.A. 117-1/3 semester hours beyond the baccalaureate degree. (All requirements completed for Ed.D. except final portion of dissertation which should be completed by January 1, 1953.)

Mary Elizabeth McCoy. M. Ed. 108-1/3 semester hours beyond the baccalaureate degree. (All requirements completed for Ph.D. except dissertation which is now being written.)

Wilma K. Miller. Pe.D.

Lela Tragar. M.S. 53 semester hours beyond the baccalaureate degree.

Wallace Wesley. Hs.D. R.P.T.

Catherine Wilkening. M.S. 33 semester hours beyond the baccalaureate.

As this summary shows, four members of the six member staff (66-2/3%) meet the requirement that at least 50% hold the earned doctorate or equivalent. Two are doctors; a third (Miss Anderson) is virtually assured that her degree

TEACHERS COLLEGE BOARD

will be conferred in June; a fourth (Miss McCoy) is progressing steadily with her dissertation.

- B. The Proposed Fifth-Year Program, the aims of which are (1) to further the professional preparation of teachers, (2) to broaden concepts of the functions of physical education as a part of the educational program, and (3) to increase the competence of teachers as education leaders.

1. General Requirements

Students who elect a graduate major in physical education must satisfy the following course requirement in physical education:

- a. Courses 440, 446, 451, 510, 555, 560, 570, or equivalents if they were not cleared in the undergraduate program.
- b. A minimum of 24 hours graduate credit in physical education including 510, 555, 560, and 570.

2. Proposed Graduate Courses

440. Organization and administration of Health and Physical Education

Problems of organization and administration for health and physical education in elementary schools.

Credit: 4 Q.H.

443. Supervision of Health and Physical Education

Consideration of methods and procedures of supervision in elementary school physical education.

Credit: 4 Q.H.

446. Evaluation Health and Physical Education

A consideration of methods of evaluating achievements in health and physical education. Specific tests and measuring scales will be studied and applied.

Credit: 4 Q.H.

450. Physical Analysis of Normal and Abnormal Students

A study of the growth and development of the normal child and the recognition of atypical conditions.

Credit: 4 Q.H.

PROCEEDINGS

451. Body Mechanics in Physical Education

Designed to give students an understanding of methods of measuring body alignments and of the principles underlying the building of an efficient mechanism. The correction of postural defects through specific activities.

Credit: 4 Q.H.

455. Sports Officiating

Opportunity is offered for acquiring NSW official ratings in various sports. Not open to men.

Credit: 2 Q.H.

460. History of the Dance

Exploration of dance in the historical development of cultures including modern trends in dance as an educational medium.

Credit: 2 Q.H.

461. American Country Dance Methods and Materials

Experiences provided in the analysis and teaching of American country dance with emphasis on calling square dances. Materials and techniques adaptable to schools and recreation programs.

Credit: 2 Q.H.

462. Materials for Modern Dance

Experiences of the group are planned to fit the needs of the student for personal accomplishment and for teaching. Laboratory experiences are included. Credit: 2 Q.H.

465. Form and Composition in Dance

Exploration of various approaches to creative work through discussions and experiences in the modern dance area.

Prerequisite: Course 260 or equivalent.

Credit: 2 Q.H.

466. Dance Production

Organization, administration of dance production; cooperative planning for all school productions, materials and their adaptations to dance, costuming, staging, make-up, dramatic implications for dance.

Credit: 2 Q.H.

TEACHERS COLLEGE BOARD

510. Advanced Kinesiology

A review of elementary kinesiology and consideration of the laws of mechanics applicable to body movements.

Prerequisite: Elementary Kinesiology

Credit: 4 Q.H.

540. Seminar in Elementary School Physical Education

A study of present day programs and problems related to elementary school physical education. Emphasis is placed on laboratory experience in elementary physical education.

Credit: 4 Q.H.

545. Workshop in School Camping

Laboratory experience in school camping at the Lorado Taft area. Study is made of camping as an integral function of the school.

Credit: 4 Q.H.

555. Seminar in Teaching Skills

Practical and theoretical consideration in methods of teaching sports activities. Places emphasis on the scientific foundations of education.

Credit: 4 Q.H.

560. Seminar in Rhythm and Dance

Rhythm and dance as a basic educational technique. Designed to assist the student in planning, teaching, and/or supervising the rhythm and dance program in schools. Experiences given in the group process.

Prerequisite: Consent of the instructor.

Credit: 4 Q.H.

570. Methods of Research in Physical Education

Introduction to methods and materials basic to research in the field. Approved methods of writing research reports. Required of all graduate students in physical education.

Credit: 4 Q.H.

PROCEEDINGS

571. Source Material in Physical Education and Related Areas

Opportunity for extensive reading in health, physical education, and related areas. Current films in pertinent areas may be previewed.

Credit: 4 Q.H.

572. Current Trends in Physical Education

Consideration of contemporary trends in the field of physical education and related areas.

Credit: 4 Q.H.

573. Individual Study of Problems in Physical Education

Opportunity to work individually or in small groups under guidance on a problem of special concern. May be carried in local situation.

Credit: 2 to 4 Q.H.

VI. BUILDINGS AND GROUNDS

a. Extension of the use of barracks building for Therapy Center

The DeKalb County Chapter, Illinois Association for the Crippled, which has been using Barracks Building 15-B, has requested an extension of the use of the building until 1954 under the same conditions now prevailing. They would also like the use of an additional part of a barracks building, the college to use the remainder.

We should like to have permission to approve the Chapter's request because it gives the college an opportunity to expand its services along the line of special speech therapy and in general observation of activities of the therapy center. It also provides an excellent means of serving the community. This service to the Center brings no additional cost to the college.

b. Poley Hall

In the Board report of October 27, 1952, we suggested that the "cookhouse" on the Lorado Taft Field Campus be called Poley Hall after Gerald Poley of Stillman Valley who died recently. Since Mr. Poley was greatly instru-

TEACHERS COLLEGE BOARD

mental in helping us with the field campus, we should like now to have permission to so name the "cook house."

c. Rehabilitation of the Old Library

Work on rehabilitation of the old library was begun on December 5 and if there are no delays in the arrival of the necessary steel, the project will be 90% completed within a period of three months. Knowing conditions that prevail, however, we feel that we can not be sure of the use of the space until the autumn quarter, 1953.

VI. AUXILIARY ENTERPRISES

Teachers College Income Fund - 33B October 1, 1952 - December 31, 1952

RECEIPTS

Balance - October, 1952	\$ 3,496.42
Barracks - Rental	<u>5,605.51</u>
	\$ 9,101.93

EXPENDITURES

Personal Services	
Salaries	\$ 1,425.00
Contractual Services	
Telephone and Telegraph	14.15
Freight, express, drayage	54.92
Gas and electricity	1,108.44
Cleaning and exterminating service . . .	306.57
Repair and maintenance of real property.	182.50
Waste removal, cleaning, and exterminat- ing service	484.87
Commodities	
Structural and maintenance materials....	112.36
Miscellaneous commodities	8.00
Refunds	
Refunds	<u>95.00</u>
	<u>3,791.81</u>
December 31, 1952 - Balance (surplus of re- ceipts over expenditures)	\$ 5,310.12

PROCEEDINGS

Teachers College Board Bond Revenue Fund Men's Residence Hall Balance Sheet as of September 30, 1952

ASSETS

Current Assets

Cash - Clearing Account	\$ 17,734.50	
Cash - Bond Revenue Fund	116,115.24	
Cash - Construction Fund	154,617.29	
Cash - Operation & Maintenance Fund ...	7,891.60	
Cash - Interest & Sinking Fund	35,822.75	
Cash - Reserve Fund	14,000.00	
Cash - Depreciation Fund	<u>14,000.00</u>	
Total Cash Balances	\$360,181.38	
Inventory - Operation & Maintenance, Adams	2,100.00	
Inventory - Operation & Maintenance, Williston	2,400.00	
Inventory - Operation & Maintenance, Gilbert	2,890.60	
Accounts Receivable, Gilbert	<u>579.34</u>	
Total - Current Assets		\$368,151.32

Prepaid Expenses

Prepaid Box Expense	24,750.00	
Prepaid Insurance	<u>3,732.52</u>	
Total Prepaid Expenses		28,482.52

Fixed Assets

Permanent Improvements - Gilbert Hall	986,335.71	
Permanent Improvements - Williston Hall	62,263.84	
Permanent Improvements - Adams Hall	24,689.28	
Household Furniture & Equipment - Adams Hall	2,049.60	
Household Furniture & Equipment - Williston Hall	1,784.81	
Household Furniture & Equipment - Gilbert Hall	<u>38,206.27</u>	
Total - Fixed Assets		<u>1,115,329.51</u>
TOTAL ASSETS		1,511,963.35

LIABILITIES AND SURPLUS

Current Liabilities

Accounts Payable - Food	7,737.97	
Reserve for Bond Interest & Retirement	9,876.00	
Deferred Income - Williston Hall	33,902.50	
Deferred Income - Adams Hall	19,038.00	
Deferred Income - Gilbert Hall	<u>38,100.51</u>	
Total - Current Liabilities		108,654.98

TEACHERS COLLEGE BOARD

Funded Debt

Bonds Payable 1,350,000.00

Surplus

Earned Surplus 46,908.37

Capital Surplus 6,400.00

Total Surplus 53,308.37

TOTAL LIABILITIES & SURPLUS \$ 1,511,963.35

Cafeteria Balance Sheet as of September 30, 1952

ASSETS

Current Assets

Cash - Construction Fund

Cash - T.C. Board Revenue Fund \$ 22,706.34

Cash - Treasurer Clearing Account 3,661.78

Cash - Operation and Maintenance Fund .. 4,445.10

Cash - Interest and Sinking Fund..... 3,308.93

Cash - Depreciation Fund..... 2,424.45

Cash - Reserve Fund 8,714.55

Total - Cash Balance \$ 45,261.15

Food Inventory - Cafeteria 2,117.14

Food Inventory - Tea Room 1,486.50

Accounts Receivable - Cafeteria 1,287.47

Accounts Receivable - Tea Room 260.16

Total - Current Assets..... \$ 50,412.42

Prepaid Expenses

Prepaid Insurance 570.27

Total - Prepaid Expenses 570.27

Fixed Assets

Building and Equipment..... 50,851.60

Office Furniture and Fixtures 305.14

Household Furniture and Fixtures..... 9,893.79

Equipment not otherwise classified..... 606.00

Equipment - Tea Room —

Equipment - Cafeteria —

Total - Fixed Assets 61,656.53

TOTAL ASSETS \$ 112,639.22

PROCEEDINGS

LIABILITIES AND SURPLUS

Current Liabilities

Reserve for Bond Interest and Retirement	1,334.52	
Accounts Payable - Food - Cafeteria	3,067.22	
Accounts Payable - Food - Tea Room	<u>311.10</u>	
Total - Current Liabilities		4,712.84

Deferred Income

Student Fees		—
--------------------	--	---

Funded Debt

Bonds Payable		42,000.00
---------------------	--	-----------

Surplus

Earned Surplus	57,993.76	
Capitol Surplus	<u>7,932.62</u>	
Total - Surplus		<u>65,926.38</u>

TOTAL LIABILITIES AND SURPLUS		\$ 112,639.22
-------------------------------------	--	---------------

Cafeteria - Tea Room Profit and Loss Statement July 1 - September 30, 1952

Sales	\$ 12,875.62	
Less cost of sales	<u>6,298.32</u>	
Gross profit on sales		\$ 6,577.30

Expenses (operating)

Personal Services	6,757.79	
Contractual Services	3,340.77	
Other Commodities	432.83	
Office Expenses	<u>62.24</u>	
Total - Operating expenses		<u>10,593.63</u>

Net Loss on Operations		4,016.33
------------------------------	--	----------

Other Income

Student Fees	815.00	
--------------------	--------	--

Other Expense

Interest expense	<u>321.00</u>	
------------------------	---------------	--

494.00

Net Loss for Period July 31 - September 30, 1952		\$ 3,522.33
--	--	-------------

TEACHERS COLLEGE BOARD

Men's Residence Hall Profit and Loss Statement July 1 - September 30, 1952

Income

Food Sales	\$ 33,440.50	
Less cost of sales	<u>13,606.46</u>	
		\$ 19,834.04
Room rental income		<u>14,089.42</u>
Gross profit on food sales and room rentals		\$ 33,923.46

Expenses (operating)

Personal services	12,747.13	
Other Commodities	4,500.99	
Contractual Services	<u>3,838.06</u>	
		<u>21,086.18</u>
Net profit on operations		\$ 12,837.28

Other Expenses

Amortization of bond issue expense	300.00	
Interest expense	<u>9,000.00</u>	
		<u>9,300.00</u>
Net profit for period July 1 - September 30, 1952		\$ 3,537.28

VIII. STUDENT LIFE

"LMD" - Library Moving Day - December 10, 1952

At the suggestion of the Presidents' Panel, student organization, approved by the Administrative Council, the students moved the 83,000 books and periodicals from the old library into the new Swen F. Parson Library on Wednesday, December 10. The plan was organized and approved by the Council and faculty who assisted in the moving process. The entire day was devoted to moving books in a spirit of co-operation and good will which will long be remembered. Nearly every person participated willingly and cheerfully. Both faculty and student committees worked together with time out both morning and afternoon for coffee and doughnuts served by the Dames Club, organization of faculty women and faculty wives. This "bit of co-operation" saved the college approximately \$7,000 for moving the library!

PROCEEDINGS

IX. MISCELLANEOUS

1. Supplemental Appropriation - \$58,270.

We have reported at previous meetings of the Board our plans to ask for the approval of a supplemental appropriation, Income Fund, Educational Operations, and we have held two conferences with Mr. Leth, Director of the Budget, concerning the matter. On Wednesday, January 7, the second meeting with Mr. Leth was held at which time he agreed that we had ample justification for requesting a supplemental appropriation and outlined the procedure we should follow.

In supporting our request for a supplemental appropriation, Income Fund, Educational Operations, we wish to review expenditures during the first 18 months of the biennium and an estimate of anticipated expenditures during the final six months. We estimate that we will earn, in excess of our Income Fund, Educational Operations, approximately \$90,000, of which estimated amount we wish a supplemental appropriation of \$58,270. As of December 31, 1952 we have earned \$54,046 in excess of our biennium appropriation.

The supplemental appropriation which we wish to request with Board approval, is as follows:

Contractual Services, \$41,400 . .	Contributions, \$10,720
Commodities, \$51,150	and Office Expense, \$1,000.
Total - \$58,270	

In Contractual Services we have available for the period January 1 - June 30, 1953 a total of \$67,500. We have \$65,400 in General Revenue and \$2,100 in Income Fund, Educational Operations. Of this amount we have vouchered as of January 5, a total of \$32,081.25, leaving available for the remainder of the biennium \$35,418.75 to cover anticipated expenditures of \$76,800. Anticipated expenditures are as follows: (See next page). This will indicate that we will need a supplemental appropriation in Contractual Services of \$41,400.

The Line Item "Contributions" is a new line item. It is necessary in order that we will be able to voucher against our Income Fund to reimburse the Bond Revenue Fund, Cafeteria, on the basis of \$2.00 per student per quarter, as stipulated in the Bond Resolution approved by the Teachers College Board on July 12, 1948.

TEACHERS COLLEGE BOARD

Anticipated Expenditures

Student Teaching	\$30,000.
Telephone (toll charge)	4,000.
Electricity & Utilities	20,000.
Taxi hire	3,000.
Laundry	2,000.
Freight & Express	1,500.
Lecturers	3,000.
Repairs & Misc. Cont. Serv.	2,800.
IBM Rental	3,500.
Revolving Fund	9,000.
	<u>\$76,800.</u>

In Commodities we have available \$30,375; in General Revenue, \$20,125, and in Income Fund, \$10,250. On the basis of expenditures during the previous 18 months we anticipate needed expenditures during the next 6 months will be as follows:

Motor Vehicles Supplies	\$ 4,000.
Motor Vehicles Parts & Fittings	1,400.
Structural & Maint. Supplies	8,800.
Industrial & Shop Materials	800.
Fuel Oil	1,100.
Medical Scientific & Lab Sup.	1,400.
Food Supplies	600.
Wearing Apparel	1,800.
Household & Cleaning Supplies	2,525.
Forage & Farm & Garden Sup.	1,100.
Other Commodities not classified	12,000.
TOTAL	<u>\$35,525.</u>

To meet the above anticipated expenditures we estimate we will need \$35,525 minus \$30,375, or \$5,150 in our supplemental commodities appropriation.

We are also requesting a supplemental appropriation of \$1,000 in Office Expense. For the period January 1 - June 30, 1953 we have available \$4,500. In General Revenue we have \$4,000 and in Educational Operations, \$500. Average monthly expenditures have been \$670 which will amount to \$4,020 for a period of 6 months. We have invoices in the amount of \$1,500 carried over from November and December. On the basis of expenditures during the first 18 months of the biennium, we anticipate we will require an additional \$1,000 to cover the cost of insurance premiums and the cost of conference luncheons related to college activities. We have made every effort to review the situation and to prepare an estimate of needed additional funds to a bare minimum.

PROCEEDINGS

2. Broadcasting, Sound Motion Picture, Inter-Communication System for the Library

At the November meeting of the Board we reported that on November 25 the Division of Architecture & Engineering would open bids on the installation of a broadcasting, sound motion picture and inter-communication system for the library. The Board, because a meeting would not be held in December, gave the Advisory Committee the power to act on the bids.

We submitted the recommendations to the members of the Advisory Committee and they approved the awarding of the contract to the Boom Electric & Amplifier Company, Inc., Chicago, the low bidder. The bid was \$58,141 and a contract has been awarded. Funds to finance this project were charged to a release of \$225,000 from the appropriation for the construction of the library building.

3. Dormitory Equipment - \$1,399.83

We also recommended for approval the purchase of two ranges and a broiler with accessories for Williston Hall at a cost of \$1,399.83 and the awarding of a purchase order to the Imperial Restaurant Supply Company, the low bidder. Invitations to bid were submitted to four companies, three bids being received. The other two bids were from the Sun-Ray Fixture Company, Rockford - \$1,531.74, and the Brill Company, Chicago - \$2,064.81. Payment will be made from the Bond Revenue Fund, Construction Account.

4. Addition to Contract - Library Building - \$1,284.

As a result of the work to be done under the contract described under Item 2, it has been necessary to make some changes in the electrical contract #66201, Library Building, the Division of Architecture and Engineering requesting the moving of ballasts from the fluorescent fixtures in the broadcasting room and in Room 37 to cabinets installed in the stage area in order to prevent interference with the operation of the broadcasting equipment. An additional telephone outlet must also be provided for the music room and in the office of the assistant librarian. Other items are conduit raceways for the public address, broadcasting and radio equipment in the broadcasting room and in the lecture room, together with "on air" outlets at entrances to lecture room and the installation of miscellaneous microphone and speaker outlets.

A proposal from the contractor in the amount of \$1,284 is stated by Architecture & Engineering as being reasonable

TEACHERS COLLEGE BOARD

and is recommended for acceptance. We request approval of the addition to the contract, payable from the appropriation for the construction of the Library.

X. SUMMARY. Approval is requested on the following:

1. Resignations of Mrs. Lucille Aikins, Mrs. Isabel Cash, and Mrs. Gertrude Parcells as indicated.
2. Appointments of Miss Sarah M. Davis, Mrs. Donna Gras, and Mr. William B. Storm as indicated.
3. Appointment of the new employees as indicated.
4. Replacement of employees as indicated.
5. Resignations of employees as indicated.
6. Leave of absence without pay for employees as indicated.
7. Change of status for employees as indicated.
8. College calendar for 1953-1954 as indicated.
9. Changes in offerings in the Graduate School as indicated.
10. Extension of the use of barracks building for Therapy Center as indicated.
11. Permission to name the "cookhouse" on the Lorado Taft Field Campus "Poley Hall" as indicated.
12. Supplementary appropriation (\$58,270) as indicated.
13. Confirm the approval of the Advisory Committee of the broadcasting, sound motion picture, and inter-communication contracts as indicated.
14. Confirm the approval of the Advisory Committee for dormitory equipment (\$1,399.83.)
15. Confirm the approval of the Advisory Committee for addition to the contract for the Parson Library (\$1,284.) as indicated.

Respectfully submitted,

LESLIE A. HOLMES, President

PROCEEDINGS

MINUTES OF MEETING OF THE TEACHERS COLLEGE BOARD January 18-19, 1953 Springfield, Illinois

A special meeting of the Teachers College Board and the College Presidents convened at 4:00 p.m. Sunday, January 18, 1953, in one of the parlors of the St. Nicholas Hotel. W. W. Wirtz, Chairman of the Board, presided.

Chairman Wirtz called the meeting to order, roll was called, and the following members voted present:

Mr. W. W. Wirtz, Chairman	
Mr. Jack Austin	Dr. William C. Reavis
Mr. Joseph F. Bohrer	Dr. Lester O. Schriver
Mrs. William R. Harris	Mr. R. A. Stipes, Jr.
Dr. Noble J. Puffer	Mr. Lewis M. Walker

The following members were absent:

Mr. Morton H. Hollingsworth Dr. Vernon L. Nickell

Also present were:

Dr. Robert G. Buzzard, President
Mr. Raymond R. Gregg, Business Manager
Eastern Illinois State College

Dr. R. W. Fairchild, President
Mr. Preston M. Ensign, Business Manager
Illinois State Normal University

Dr. F. A. Beu, President
Mr. J. M. Grigsby, Business Manager
Western Illinois State College

Dr. L. A. Holmes, President
Mr. Emil A. Anderson, Business Manager
Northern Illinois State Teachers College

Dr. Richard G. Browne, Executive Officer
Teachers College Board
Springfield, Illinois

Mr. Chas. G. Lanphier, Secretary
Teachers College Board
Springfield, Illinois

TEACHERS COLLEGE BOARD

The first matter of business before the Board was the approval of the minutes of the preceding meeting. There being no corrections thereto, Mr. Schriver moved that the minutes of the meeting of November 7, 1952, be approved as submitted. The motion was seconded by Mr. Stipes, and unanimously carried.

The only item for discussion on the agenda was the consideration of a revision in Northern's budget request due to an error that had been made in calculations.

President Holmes presented the background material necessitating this request and explained that the error was purely an oversight. He also advised that Dean Zulauf and Mr. Anderson had a meeting with Mr. Leth and Mr. Ingalls of the Department of Finance and with Dr. Browne and Mr. Lanphier and had convinced them that the request was justified. The request involves a sum of \$199,829.00, which is to be added to the line for Personal Services.

Dr. Browne commented that due to the form in which the budget was presented it was impossible for Mr. Lanphier or him to detect the error. However, in the light of this it was definite that an improvement was necessary in the form in which budgets are submitted.

Following some discussion Mr. Stipes moved the approval of Northern's budget request as revised. The motion was seconded by Mr. Puffer, the roll was called, and the vote was as follows:

Mr. Austin	Aye	Mr. Puffer	Aye
Mr. Bohrer	Aye	Dr. Reavis	Aye
Mrs. Harris	Aye	Mr. Schriver	Aye
Mr. Hollingsworth	Absent	Mr. Stipes	Aye
Mr. Nickell	Absent	Mr. Walker	Aye
	Mr. Wirtz	Aye	

The motion was unanimously carried.

Mr. Stipes expressed himself on the article that had appeared in the Champaign News Gazette regarding the budgets of the teachers colleges, and it was suggested that a note of thanks be sent to Mr. Ed Borman, writer of the article. It was further suggested that a note of thanks be sent to Representative Charles W. Clagaugh, who was quoted extensively in the article. The entire Board was in unanimous agreement that a note of thanks be sent to both men, and Dr. Browne was instructed to write such letters.

PROCEEDINGS

Dr. Browne introduced to the Board Mr. Arthur Samoore, who had been employed as of the first of January as a Supervising Accountant. Mr. Samoore will work with Dr. Potthoff for a period of time on the study he is making on higher education. He will also work with our colleges in trying to set up a uniform system of college accounting.

Chairman Wirtz suggested that since time was available it might be well to give some thought to the problem that has been encountered in connection with the salary schedule.

Considerable discussion ensued in which discussion it was quite evident that there was some question as to the proper treatment of this problem that would probably not wholly eliminate it, but would lessen it somewhat. Following this discussion Mr. Bohrer moved that we propose to the Faculty Salary Schedule Committee that the top of Block "B" in each group of the salary schedule be increased \$180.00, and likewise that the bottom of Block "A" in each group be increased \$180.00. The motion was seconded by Mr. Schriver. Before a vote was called on this motion the four Presidents were asked to comment on the proposal as to whether or not this would solve the existing problem. The Presidents were in accord that this change would help solve their problem. Dr. Fairchild, who was not convinced that this would entirely solve his problem, explained the situation that exists at Normal. Following more discussion Mr. Austin moved that the matter be tabled until the meeting Monday, January 19, 1953. The motion was seconded by Mr. Walker and unanimously carried.

Chairman Wirtz explained that there was a conflict regarding the date of the previously scheduled next meeting, and suggested that the date be changed.

Mr. Bohrer moved that the February meeting be changed to February 22-23, 1953. The motion was seconded by Mr. Puffer and unanimously carried.

Mr. Puffer moved that the meeting be recessed until 9:00 a.m., Monday, January 19, 1953. The motion was seconded by Mr. Bohrer and unanimously carried.

The meeting reconvened at 9:00 a.m., Monday, January 19, 1953, with the same roll call that was taken for yesterday's meeting.

The first matter for consideration this morning was the matter of salary that had been tabled yesterday.

Dr. Reavis moved that the top of Block "B" be increased

TEACHERS COLLEGE BOARD

\$180.00, and likewise that the bottom of Block "A" be increased \$180.00 in the Instructor and Assistant Professor ranks only, and that this action be for only one year pending further study. The motion was seconded by Mr. Schriver, the roll was called, and the vote was as follows:

Mr. Austin	Aye	Mr. Puffer	Aye
Mr. Bohrer	Aye	Dr. Reavis	Aye
Mrs. Harris	Aye	Mr. Schriver	Aye
Mr. Hollingsworth	Absent	Mr. Stipes	Aye
Mr. Nickell	Absent	Mr. Walker	Aye
	Mr. Wirtz	Aye	

The motion was unanimously carried.

REPORT OF OFFICERS OF THE BOARD

Dr. Browne presented his Report No. 14 and Supplement as Executive Officer and Educational Coordinator which was divided into two parts; namely, Part One - Faculty Participation in Determining College Policies, and Part Two - Instructional Costs in Illinois Colleges and Universities.

Dr. Browne briefly scanned the report and hit upon the highlights therein.

Dr. Browne verbally apprised the Board of the new location of the Central Office and also of the request for a leave of absence for Mrs. Martha Fletcher and the appointment of Mrs. Donna Washburn to fill the vacancy.

Following some discussion Mr. Bohrer moved that copies of Report No. 14 be sent to each member of the faculty council at each of the four colleges with permission for the colleges to make additional copies and distribute them more widely. The motion was seconded by Mr. Puffer. However, prior to a vote on the foregoing motion Dr. Reavis moved that the motion be amended to read that Report No. 14 should be amended to show the total figures only in the statistical matter and then copies should be sent to all faculty members in our four colleges. The motion was seconded by Mr. Puffer, and unanimously carried.

Mr. Austin moved that Report No. 14 of the Executive Officer and Educational Coordinator be approved as presented. The motion was seconded by Mr. Bohrer and unanimously carried.

Mr. Stipes stated that he had never seen a more scholarly approach to the problem of democracy in action in educational institutions and highly commended Dr. Browne for his report. The entire Board was in unanimous agreement on this statement.

PROCEEDINGS

Mr. Lanphier reported that as Financial Coordinator the material he had to report on was incorporated in the Presidents' Reports. However, there is still pending the matter of insurance on boilers and P.L. and P.D. insurance on State-owned automobiles that should be given some consideration at a future Board meeting. It was the consensus of the Board that this matter of insurance should be referred to the Finance Committee for study and for a report and recommendations at a future meeting.

REPORTS OF PRESIDENTS

Dr. Buzzard presented his report on Eastern Illinois State College together with Supplement, and requested that on page 3, under the heading II. FACULTY, item 2 should be stricken from this report.

Dr. Buzzard advised that at the time this report was prepared bids had not been received on the remodeling of the temporary building to temporarily house Grades 1-6 of the elementary school, but that he now had figures to present on this work. Three proposals had been received and the low bid, submitted by Duane A. Hance in an amount of \$22,964.34, was being recommended for acceptance.

With regard to item D. on page 144, "Proposed New Training School Building", this project was discussed at length and it was the consensus of opinion that action on this matter be deferred at this time. However, it was decided that the Advisory Committee for Eastern, together with Dr. Reavis and Dr. Browne meet with the school officials at Charleston to give further study to this matter.

Following discussion of the entire report Dr. Buzzard requested that the following changes be made in the SUMMARY on page 147:

- Item 2, the name of Gerald T. Cravey should be deleted;
- Item 15 should include the name of Duane A. Hance and the amount of \$22,964.34;
- Item 16 should be deleted from the report at this time;

Another item should be added covering an addition to contract No. 66533 in the amount of \$740.00 for the Residence Halls.

Mr. Austin moved that the report of Eastern Illinois State College be approved as amended. The motion was seconded by Mr. Schriver, the roll was called, and the vote was as follows:

TEACHERS COLLEGE BOARD

Mr. Austin	Aye	Mr. Puffer	Aye
Mr. Bohrer	Aye	Dr. Reavis	Aye
Mrs. Harris	Aye	Mr. Schriver	Aye
Mr. Hollingsworth	Absent	Mr. Stipes	Aye
Mr. Nickell	Absent	Mr. Walker	Aye
	Mr. Wirtz	Aye	

The motion was unanimously carried.

Dr. Fairchild presented his report on Illinois State Normal University with the request that on page 154, item 7a, the words "classification pending" be stricken and the words "supervisory designation" be inserted in lieu thereof; and item b, on page 160 should also include an item of not to exceed \$1,926.67 for additional work in connection with the rewiring of the Industrial Arts Building.

Included in Dr. Fairchild's report is the request for the approval of a number of courses as well as the approval of a Home Economics Department.

Dr. Reavis advised that the Graduate Committee had a report to make on the request of the Graduate School of Illinois State Normal University and the Committee recommends the approval of the courses listed and the Home Economics Department with the exception of the following courses: Department of English #349 and #350; and Department of Music, #310.

Mr. Bohrer moved the approval of the report of Illinois State Normal University as amended. The motion was seconded by Mr. Schriver, the roll was called, and the vote was as follows:

Mr. Austin	Aye	Mr. Puffer	Aye
Mr. Bohrer	Aye	Dr. Reavis	Aye
Mrs. Harris	Aye	Mr. Schriver	Aye
Mr. Hollingsworth	Absent	Mr. Stipes	Aye
Mr. Nickell	Absent	Mr. Walker	Aye
	Mr. Wirtz	Aye	

The motion was unanimously carried.

Dr. Fairchild included in his report a request for discussion and possibly some reaction for Illinois State Normal University to accept gifts or property and other items, and money designated for use.

Following some discussion the Board directed that the Educational Coordinator should make a survey of this matter and report back to the Board his findings.

Dr. Beu presented his report on Western Illinois State Col-

PROCEEDINGS

lege together with Supplements.

Since there was nothing controversial about the report, Mrs. Harris moved that the report of Western Illinois State College be approved as submitted. The motion was seconded by Mr. Puffer, the roll was called, and the vote was as follows:

Mr. Austin	Aye	Mr. Puffer	Aye
Mr. Bohrer	Aye	Dr. Reavis	Aye
Mrs. Harris	Aye	Mr. Schriver	Aye
Mr. Hollingsworth	Absent	Mr. Stipes	Aye
Mr. Nickell	Absent	Mr. Walker	Aye
	Mr. Wirtz	Aye	

The motion was unanimously carried.

Dr. Holmes presented his report on Northern Illinois State Teachers College together with a request for the purchase of a Milling Machine for an amount of \$9,070.00.

Also included in Dr. Holmes' report is a request for approval to offer a number of courses on the graduate level, including some on the undergraduate level, and a request for the approval of a Department of Physical Education for Women.

Dr. Reavis reported that the Graduate Committee recommends the approval of the courses as indicated in the report as well as the approval of the additional new department.

Following some discussion Mr. Puffer moved that the report of Northern Illinois State Teachers College be approved as submitted. The motion was seconded by Dr. Reavis, the roll was called, and the vote was as follows:

Mr. Austin	Absent	Mr. Puffer	Aye
Mr. Bohrer	Aye	Dr. Reavis	Aye
Mrs. Harris	Aye	Mr. Schriver	Aye
Mr. Hollingsworth	Absent	Mr. Stipes	Aye
Mr. Nickell	Absent	Mr. Walker	Aye
	Mr. Wirtz	Aye	

The motion was unanimously carried.

REPORTS OF COMMITTEES

Mrs. Harris advised that the meeting Committee had met and were recommending the following dates for future Board meetings:

TEACHERS COLLEGE BOARD

February 22-23, 1953 Illinois State Normal University
March 15-16, 1953. Springfield, Illinois
April 20, 1953. Eastern Illinois State College
May 18, 1953 Northern Illinois State Teachers College
June 15, 1953 Western Illinois State College

Mr. Walker moved the approval of the report and recommendations of the Meeting Committee. The motion was seconded by Mr. Bohrer, and unanimously carried.

NEW BUSINESS

The critical need for additional teachers and the possibility of establishing some plan to interest young people in the teaching profession was discussed briefly, following which Mr. Stipes moved that the Chairman appoint a committee of three to study this matter of recruitment and make a report at a future Board meeting. The motion was seconded by Mr. Schriver, and unanimously carried. Following the meeting Mr. Wirtz appointed Mr. Stipes, Mr. Walker, and Mr. Schriver to this committee.

Having acted on all business before the Board Mr. Walker moved that the meeting stand adjourned until the next scheduled meeting on February 22-23, 1953 at Illinois State Normal University, Normal, Illinois. The motion was seconded by Mr. Puffer and unanimously carried.

W. W. WIRTZ, Chairman

CHAS. G. LANPHIER, Secretary

MINUTES OF MEETING OF THE TEACHERS COLLEGE BOARD Illinois State Normal University Normal, Illinois February 22-23, 1953

The Teachers College Board and the College Presidents convened at 4:00 p.m. Sunday, February 22, 1953, in the Board Room of the Administration Building on the campus of Illinois State Normal University, Normal, Illinois. Lewis M. Walker, Chairman of the Finance Committee, presided as temporary chairman.

Chairman Walker called the meeting to order, roll was called, and the following members voted present:

PROCEEDINGS

Mr. Lewis M. Walker, Temporary Chairman	
Mr. Carl Dunbar	Mr. Clarence Ropp
Mr. Morton H. Hollingsworth	Mr. R. A. Stipes, Jr.
Dr. Vernon L. Nickell	Mr. Alexander Summers
Dr. Wm. C. Reavis	Mr. Chauncey B. Watson, Sr.

The following members were absent:

Mr. Walter Fredenhagen	Dr. Lester O. Schriver
------------------------	------------------------

Also present were:

Dr. Robert G. Buzzard, President
 Mr. Raymond R. Gregg, Business Manager
 Eastern Illinois State College

Dr. R. W. Fairchild, President
 Mr. Preston M. Ensign, Business Manager
 Illinois State Normal University

Dr. F. A. Beu, President
 Mr. J. M. Grigsby, Business Manager
 Western Illinois State College

Dr. L. A. Holmes, President
 Mr. Emil A. Anderson, Business Manager
 Northern Illinois State Teachers College

Dr. Richard G. Browne, Executive Officer
 Teachers College Board - Central Office
 Springfield, Illinois

The first matter of business before the Board was the approval of the minutes of the preceding meeting. There being no corrections to said minutes, Mr. Nickell moved that the minutes of the meeting of January 18-19, 1953 be approved as submitted. The motion was seconded by Mr. Dunbar and upon roll call the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Fredenhagen	Absent	Mr. Schriver	Absent
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Nickell	Aye	Mr. Summers	Aye
Dr. Reavis	Aye	Mr. Walker	Aye
	Mr. Watson	Aye	

The motion was unanimously carried.

The next order of business was the election of a new Chairman; this being necessary at this meeting due to changes in the membership of the Board. Temporary Chairman Walker called for nominations from the floor. Mr. Stipes placed Mr. Walker's

TEACHERS COLLEGE BOARD

name before the Board. There being no further nominations, Mr. Nickell moved that the nominations be closed and that the Executive Officer be instructed to cast the unanimous ballot for Mr. Walker as Chairman. The motion was seconded by Dr. Reavis, and upon call from the Executive Officer for a vote on the motion, the Board unanimously elected Lewis M. Walker as Chairman.

Chairman Walker thanked the Board for the honor bestowed upon him and reaffirmed the position taken by this Board that the paramount function of the institutions under its jurisdiction is the training of teachers for our schools. For the benefit of the new members who were attending their first meeting, Chairman Walker advised that the job of serving on this Board was not an easy one, it required a lot of hard work. However, he said, "We also enjoy ourselves."

Mr. Nickell suggested that the Board might consider the inclusion of a Vice-Chairman in our group of officers. Following some discussion Mr. Nickell placed the name of Mr. Stipes before the Board as Vice-Chairman. There being no further nominations, Mr. Hollingsworth moved that the nominations be closed and that the Executive Officer be instructed to cast the unanimous ballot for Mr. Stipes as Vice-Chairman. The motion was seconded by Mr. Nickell, and upon call from the Board Chairman for a vote on the motion Mr. Stipes was unanimously elected.

REPORTS OF OFFICERS OF THE BOARD

Dr. Browne apprised the Board that due to illness Mr. Lanphier could not attend this meeting.

Dr. Browne reported that the budget hearings for the four colleges and the Central Office would probably be held during the first week of March. A definite date has not yet been set, but all Board members will be notified in advance, and all will be welcome to attend if they so desire. Dr. Browne recommended that the Chairman of the Board, together with the members of the Finance Committee, attend these hearings, if at all possible. The Board was in entire agreement on this recommendation.

Dr. Browne requested the feeling of the Board with regard to priority of buildings, if it is necessary to select those most urgently needed. Following much discussion the Board reiterated its previous stand that the building holding the highest priority was the Science Building at Western. The Board was reluctant to indicate which building should be given next priority inasmuch as three schools had requested a laboratory school and it was felt that it would be extremely difficult to list these in any equitable way as they were all badly needed.

PROCEEDINGS

Dr. Browne next reported on pending legislation affecting the colleges. He also advised that the following proposed legislation had been suggested to the Board Central Office and he would like the Board's opinion, particularly on numbers 1 and 4:

1. Remove Auxiliary Enterprises from the State Budget and appropriations allowing each college to retain its own income and make its expenditures therefrom.
2. A number of changes in the University Retirement Act.
3. Change in the procedure of paying injury compensation to college employees.
4. Legislation which would authorize the Teachers College Board to use the services of the Department of Finance, the Division of Architecture and Engineering, and the Attorney General's office, when the Board deemed it advisable.

Following some discussion regarding the proposed legislation relating to Auxiliary Enterprises, Mr. Stipes moved that we concur in the proposal to remove Auxiliary Enterprises from the State budget and appropriations, allowing each college to retain its own income and make its expenditures therefrom. The motion was seconded by Mr. Nickell, and unanimously carried.

As Chairman of the University Retirement Board, Mr. Stipes reported that 15 amendments to the University Retirement Act had been presented to the legislators who would handle the legislation and that 14 of these amendments had been approved by these legislators. These proposed changes in the Act would cost the State no more money.

Following much discussion regarding the proposed change in the procedure of paying injury compensation to college employees, Dr. Browne was instructed to investigate this matter and report back to the Board his findings.

Item 4 in the Report of the Central Office pertaining to the proposed legislation which would authorize the Teachers College Board to use the services of the Department of Finance, the Division of Architecture and Engineering, and the Attorney General's office, when the Board deemed it advisable, was discussed briefly, following which Mr. Nickell moved the approval of the idea. The motion was seconded by Mr. Summers, and unanimously carried.

Dr. Browne then introduced Mr. C. F. Aiken of the Department of Finance who gave a report on the conditions of the Bond Revenue Funds at our four schools. According to Mr. Aiken's

TEACHERS COLLEGE BOARD

report the Bond Revenue Funds are now operating within their obligations. However, Mr. Aiken suggested, and the Board unanimously agreed, that these funds should be watched closely.

The Board members expressed their appreciation to Mr. Aiken for bringing this report to them.

Chairman Walker advised that due to changes in the membership of the Board, which likewise affects the membership of committees, he was requesting the approval of the regular committees at this time so that these committees could continue to act within their capacity. The committees recommended by the Chairman are as follows:

Finance Committee

Mr. Stipes, Chairman
Dr. Reavis
Mr. Fredenhagen
Mr. Hollingsworth

Policy and Procedure

Dr. Reavis, Chairman
Dr. Nickell
Mr. Ropp

Graduate and General Curriculum

Dr. Reavis, Chairman
Dr. Nickell
Dr. Schriver

Buildings and Grounds

Mr. Summers, Chairman (Eastern)
Mr. Dunbar (Western)
Mr. Ropp (Normal)
Mr. Watson (Northern)

Salary Schedule and Personnel

Dr. Schriver, Chairman
Mr. Dunbar
Mr. Hollingsworth
Mr. Stipes

Board Meetings

Mr. Watson, Chairman
Mr. Fredenhagen
Mr. Summers

University Retirement Board

Mr. Stipes

University Merit Board

Mr. Summers

Advisory Committees

Illinois State Normal University

Mr. Walker, Chairman
Mr. Hollingsworth
Mr. Ropp

Eastern Illinois State College

Mr. Stipes, Chairman
Mr. Summers
Mr. Walker

Western Illinois State College

Dr. Schriver, Chairman
Mr. Dunbar
Dr. Nickell

Northern Illinois State Teachers College

Dr. Reavis, Chairman
Mr. Fredenhagen
Mr. Watson

PROCEEDINGS

Mr. Ropp moved that the rules be suspended and that the committees as recommended be approved. The motion was seconded by Mr. Watson, the roll was called, and the vote was as follows:

Mr. Dunbar	Absent	Mr. Ropp	Aye
Mr. Fredenhagen	Absent	Mr. Schriver	Absent
Mr. Hollingsworth	Absent	Mr. Stipes	Aye
Mr. Nickell	Absent	Mr. Summers	Aye
Dr. Reavis	Aye	Mr. Walker	Aye
Mr. Watson		Aye	

The motion was carried.

INFORMAL REPORTS OF PRESIDENTS

Dr. Buzzard presented his informal report on Eastern Illinois State College and requested approval of the following items:

Low bid submitted by Duane A. Hance of Humbolt, Illinois in the amount of \$22,964.30 for the remodeling of the temporary building to temporarily house grades 1-6 of the elementary school;

Low bid submitted by Reasor Paint and Wallpaper Stores of Charleston, Illinois in the amount of \$.202 per square foot for asphalt floor in the remodelled temporary building.

Mr. Stipes moved the approval of the items just listed. The motion was seconded by Mr. Summers, the roll was called, and the vote was as follows:

Mr. Dunbar	Absent	Mr. Ropp	Aye
Mr. Fredenhagen	Absent	Mr. Schriver	Absent
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Nickell	Aye	Mr. Summers	Aye
Dr. Reavis	Aye	Mr. Walker	Aye
Mr. Watson		Aye	

The motion was unanimously carried.

Dr. Buzzard also requested approval of change in duties for Dr. Harry L. Metter from Director of Teacher Training and Placement to Director of Teacher Training, and Dr. William H. Zeigel from Director of Admissions to Director of Teacher Placement, and a leave of absence for Harriet Love, February 1, 1953 to August 31, 1953.

Mr. Stipes moved the approval of the requests for changes in duties and a leave of absence as aforesaid. The motion was seconded by Mr. Summers, and unanimously carried.

TEACHERS COLLEGE BOARD

Dr. Fairchild presented his informal report on Illinois State Normal University and requested approval of a fee of \$3.00 for Graduate Record Examination, and an increase of \$9.00 for the semester in the cost of board and room in the residence halls.

Mr. Stipes moved the approval of the new fee of \$3.00 for Graduate Record Examination and an increase of \$9.00 for the semester in the board and room fee in the residence halls. The motion was seconded by Mr. Nickell, the roll was called, and the vote was as follows:

Mr. Dunbar	Absent	Mr. Ropp	Aye
Mr. Fredenhagen	Absent	Mr. Schriver	Absent
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Nickell	Aye	Mr. Summers	Aye
Dr. Reavis	Aye	Mr. Walker	Aye
	Mr. Watson	Aye	

The motion was unanimously carried.

Dr. Fairchild also presented a letter he had received signed by the President and Secretary-Treasurer of the Illinois State Normal University Chapter of the A.A.U.P. together with a letter to members of the Teachers College Board signed by the same individuals requesting consideration of some adjustment in the annuity received by members who have retired under the University Retirement System.

Mr. Stipes advised that the University Retirement Board had been advised by their attorneys that it would be impossible to increase the retirement benefits for persons who had already retired unless special legislation was secured. Following some discussion the Executive Officer was instructed to write the signers of the letters to this effect.

Dr. Beu advised he had no report to make on Western Illinois State College.

Dr. Holmes presented his informal report on Northern Illinois State Teachers College with the request for permission to ask the Division of Architecture and Engineering to prepare the necessary plans and specifications for the restoration of the driveway around the remodelled Power Plant. Funds for this work are available in the balance of \$14,943.07 remaining in the reappropriation in Senate Bill 764 of the 67th biennium. This project is to be limited to the funds available.

Following some discussion Mr. Stipes moved that the matter be referred to the Advisory Committee of Northern with power to act. The motion was seconded by Mr. Ropp, the roll was called, and the vote was as follows:

PROCEEDINGS

Mr. Dunbar	Absent	Mr. Ropp	Aye
Mr. Fredenhagen	Absent	Mr. Schriver	Absent
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Nickell	Aye	Mr. Summers	Aye
Dr. Reavis	Aye	Mr. Walker	Aye
	Mr. Watson	Aye	

The motion was unanimously carried.

Dr. Holmes advised that the administration at Northern had been approached by the student body requesting permission for the establishment of a student bookstore on campus. Funds would be made available by setting aside a portion of the Student Activities Reserve Fund. An agreement between the Student Activities Fund and the Administration of Northern Illinois State Teachers College was submitted for the Board's approval.

Following much discussion Mr. Nickell moved that the Advisory Committee of Northern be authorized to investigate this matter and report their findings at a later meeting. The motion was seconded by Mr. Hollingsworth, and unanimously carried.

Dr. Holmes also requested permission to employ an individual who would serve half-time as Assistant Dean of Women and half-time as Housing Director.

Mr. Stipes moved approval of the request here made. The motion was seconded by Mr. Summers, the roll was called, and the vote was as follows:

Mr. Dunbar	Absent	Mr. Ropp	Aye
Mr. Fredenhagen	Absent	Mr. Schriver	Absent
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Nickell	Aye	Mr. Summers	Aye
Dr. Reavis	Aye	Mr. Walker	Aye
	Mr. Watson	Aye	

The motion was unanimously carried.

Mr. Stipes moved that this meeting be recessed until 9:00 a.m. February 23, 1953. The motion was seconded by Mr. Ropp, and unanimously carried.

The meeting reconvened at 9:00 a.m., February 23, 1953 in the Board Room of the Administration Building on the campus of Illinois State Normal University. The following Board members voted present:

Mr. Lewis M. Walker, Chairman	Mr. R. A. Stipes, Jr.
Dr. Wm. C. Reavis	Mr. Alexander Summers
Mr. Clarence Ropp	Mr. Chauncey B. Watson, Sr.

TEACHERS COLLEGE BOARD

The following members were absent:

Mr. Carl Dunbar	Mr. Morton H. Hollingsworth
Mr. Walter Fredenhagen	Dr. Vernon L. Nickell
Dr. Lester O. Schriver	

Also present were:

Dr. Robert G. Buzzard, President
Dean H. F. Heller
Eastern Illinois State College

Dr. R. W. Fairchild, President
Dean Arthur H. Larsen
Illinois State Normal University

Dr. F. A. Beu, President
Western Illinois State College

Dr. Leslie A. Holmes, President
Northern Illinois State Teachers College

Dr. Richard G. Browne, Executive Officer
Teachers College Board - Central Office
Springfield, Illinois

By previous action of the Board this meeting was devoted entirely to the educational program at the various colleges.

The Presidents and Dr. Browne reported on the educational programs and problems at the various colleges. Each reported on the acute shortage of teachers and suggested ways and means of attempting to meet this problem.

Following these reports Mr. Stipes advised that the committee appointed at the last meeting to study the matter of recruitment had the following report to make:

The Committee recommends to the Presidents that they get together and divide the State into sections of their spheres of influence, with Cook County open for recruiting by all schools. An intensive selling program should be initiated with emphasis on the fact that teaching is now a fairly well paid profession. The Committee also recommended that the respective representatives do not limit their selling power to their respective schools, but primarily sell teacher training.

Chairman Walker again thanked the Board for the courtesy extended him by electing him Chairman. He asked the cooperation of the Presidents and assured them that the Chairman and the Board would likewise cooperate to the fullest extent.

PROCEEDINGS

There being no further business before the Board Mr. Stipes moved that the meeting stand adjourned until the next scheduled meeting on March 15-16, 1953 in Springfield, Illinois. The motion was seconded by Mr. Ropp and unanimously carried.

LEWIS M. WALKER, Chairman

CHAS. G. LANPHIER, Secretary

MINUTES OF MEETING OF TEACHERS COLLEGE BOARD St. Nicholas Hotel Springfield, Illinois March 16, 1953

The Teachers College Board and the college Presidents convened at 9:00 a.m. Monday, March 16, 1953, at the St. Nicholas Hotel, Springfield, Illinois. R. A. Stipes, Jr., Vice-Chairman of the Board, presided.

Chairman Stipes called the meeting to order, roll was called, and the following members voted present:

Mr. R. A. Stipes, Jr., Vice-Chairman

Mr. Carl Dunbar

Dr. Wm. C. Reavis

Mr. Walter Fredenhagan

Mr. Clarence Ropp

Mr. Morton H. Hollingsworth

Mr. Alexander Summers

Mr. Chauncey B. Watson, Sr.

The following members were absent:

Mr. Lewis M. Walker, Chairman

Dr. Vernon L. Nickell

Dr. Lester O. Schriver

Also present were:

Dr. Robert G. Buzzard, President
Eastern Illinois State College

Dr. R. W. Fairchild, President
Mr. Preston M. Ensign, Business Manager
Illinois State Normal University

Dr. F. A. Beu, President
Western Illinois State College

Dr. L. A. Holmes, President
Northern Illinois State Teachers College

TEACHERS COLLEGE BOARD

Dr. Richard G. Browne, Executive Officer
Mr. Chas. G. Lanphier, Secretary
Mr. Arthur S. Samooore, Supervising Accountant
Teachers College Board - Central Office
Springfield, Illinois

Chairman Stipes advised the members that Mr. Walker was in St. Luke's Hospital in Chicago. He asked Dr. Reavis to say a word or two about Mr. Walker's condition inasmuch as he had later word on it. Dr. Reavis advised that he had talked to Mrs. Walker who advised that Mr. Walker's condition was not too serious. Mr. Walker asked that Dr. Reavis extend his personal regards to the Board.

The first matter of business before the Board was the approval of the minutes of the meeting of February 22-23, 1953.

Prior to a motion for approval Chairman Stipes requested that on page 4, the third paragraph should read ". . . had been presented to the legislators who would handle the legislation and that 14 of these amendments had been approved by these legislators."

There being no further corrections to said minutes Dr. Reavis moved that the minutes of the meeting of February 22-23, 1953 be approved as amended. The motion was seconded by Mr. Summers, and unanimously carried.

ELECTION OF OFFICERS

Complying with the By-Laws the election of the Secretary was the next order of business.

Mr. Lanphier was asked to leave the room. Mr. Dunbar moved the nomination of Mr. Lanphier as Secretary. The motion was seconded by Mr. Summers. Mr. Hollingsworth then moved that the nominations be closed. The motion was seconded by Dr. Reavis, the roll was called, and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Fredenhagen	Aye	Mr. Schriver	Absent
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Nickell	Absent	Mr. Summers	Aye
Dr. Reavis	Aye	Mr. Walker	Absent
	Mr. Watson	Aye	

The motion was unanimously carried.

Mr. Lanphier was asked to return to the meeting and was advised that he had been re-elected Secretary, for which action Mr. Lanphier thanked the Board.

PROCEEDINGS

REPORTS OF OFFICERS OF THE BOARD

Chairman Stipes requested that Dr. Buzzard extend to Mr. Healey congratulations on Eastern's excellent showing in the basketball tournaments at Champaign and Kansas City, and also extend congratulations to the editor of the Eastern State News for their achievement in the field of journalism.

Dr. Browne presented his Report No. 16 as Executive Officer and Educational Coordinator which was comprised of two parts, namely, Part One. Plans for Laboratory Schools, and Part Two. Faculty Salary Adjustments for 1953-54.

Dr. Browne also presented an informal report of the Central Office in which he and Mr. Lanphier analyzed the budgets for 1953-55 and gave a breakdown of the causes of increases. He also listed pending and proposed legislation which concerns the colleges.

Mr. Lanphier advised that he had no report to make at this time inasmuch as the material he would present will be presented by the Presidents in their reports.

INFORMAL REPORTS OF PRESIDENTS

Dr. Buzzard presented his informal report on Eastern Illinois State College with the following requests:

1. Authority to contract with the Raymond Concrete Pile Company, 140 Cedar Street, New York 6, New York, through the Division of Architecture and Engineering and Childs and Smith, Associate Architects, for the expenses involved in making the necessary borings for the proposed training school building.
2. Authority to pay Childs and Smith, Associate Architects, \$12,350.00 as partial payment on the fee involved in drawing the plans and specifications for the training school building.
3. Authority to pay to the Carson-Payson Company \$740.00 for the additional control equipment for the temperature controls for the new residence halls.
4. Change of classification of Mrs. Norma Mae Stites from Kitchen Helper in the new dormitory kitchen to Cook I because of change of duties, and change in pay rate from \$150 per month to \$160 per month plus maintenance, and approval for an additional position as Kitchen Helper at the rate of \$150 per month plus maintenance.
5. Permission for an additional temporary Clerk Typist I, at a

TEACHERS COLLEGE BOARD

salary of \$155 per month in the office of Director of Teacher Placement.

After some discussion Mr. Summers moved that the report of Eastern be approved as submitted. The motion was seconded by Mr. Ropp, the roll was called, and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Fredenhagen	Aye	Mr. Schriver	Absent
Mr. Hollingsworth	Absent	Mr. Stipes	Aye
Mr. Nickell	Absent	Mr. Summers	Aye
Dr. Reavis	Aye	Mr. Walker	Absent
	Mr. Watson	Aye	

The motion was unanimously carried.

Dr. Fairchild presented his informal report on Illinois State Normal University by apprising the Board of the great demand for living quarters at Normal. He also remarked on the recommended changes in the laboratory school.

Dr. Beu presented his informal report on Western Illinois State College with the following requests:

1. Acceptance of the low bid submitted by the Macomb Electric Company in the amount of \$1,597.72 for the heating and ventilation work for the audio-visual room in the Laboratory Building.
2. Authority for Advisory Committee to act on the bids soon to be recommended by the Division of Architecture and Engineering for the remodeling of the Old Academy Building, for an amount of \$19,633.80, balance available in Senate Bill 771.

Following some discussion Mr. Dunbar moved that the report of Western be approved and that the Advisory Committee be empowered to act on the bids for the remodeling of the Old Academy Building. The motion was seconded by Mr. Summers, the roll was called, and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Fredenhagen	Aye	Mr. Schriver	Absent
Mr. Hollingsworth	Absent	Mr. Stipes	Aye
Mr. Nickell	Absent	Mr. Summers	Aye
Dr. Reavis	Aye	Mr. Walker	Absent
	Mr. Watson	Aye	

The motion was unanimously carried.

Dr. Holmes presented his informal report on Northern Illinois State Teachers College and advised that he may soon bring

PROCEEDINGS

to the Board a proposal on the bronze plaques for the Library Building. He also advised that there is now quite some discussion concerning a possible change to the semester plan.

For Board information Dr. Holmes passed around copies of a report of the Visitation of Northern by a committee of the American Association of Colleges for Teacher Education and their evaluation of Northern.

No formal Board action was needed on this report.

REPORTS OF COMMITTEES

Mr. Summers, Chairman of the Building Committee, advised that the Committee had met and were recommending certain changes in the laboratory schools at Eastern and Normal; Northern's plans were not changed. The Committee further recommends that the architects now proceed to prepare the finished plans and specifications on the three laboratory schools.

The Committee also reported that there had been some discussion regarding the introduction of an independent bill by the Honorable Ben H. Rhodes for the appropriation of an amount of \$215,000.00 for the completion of Fell Hall, and was recommending such action.

Mr. Watson moved the approval of the Building Committee report. The motion was seconded by Mr. Summers, and unanimously carried.

Mr. Stipes, Chairman of the Finance Committee, and Dr. Browne both reported on the budget hearing which was held on March 4. In addition to Mr. Stipes and Dr. Browne the four Presidents assisted in the presentation. It was the feeling of those who attended that the hearing was an excellent one, and Mr. Stipes said that members of the Budgetary Commission had told him that the presentation was excellent.

Mr. Stipes, Chairman of the Finance Committee, also advised that the matter of insurance had been investigated and the Committee recommends that the Board buy 3D and Blanket Position Bond insurance, but that we withhold action on the boiler and automobile insurance.

Mr. Hollingsworth moved the approval of the report of the Finance Committee. The motion was seconded by Mr. Dunbar, the roll was called, and the vote was as follows:

TEACHERS COLLEGE BOARD

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Fredenhagen	Aye	Mr. Schriver	Absent
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Nickell	Absent	Mr. Summers	Aye
Dr. Reavis	Aye	Mr. Walker	Absent
	Mr. Watson	Aye	

The motion was unanimously carried.

At the last meeting the Board authorized the Advisory Committee of Northern to act on the matter of repairing the driveways and the areas around the Power Plant. Dr. Reavis presented and moved the acceptance of the following report:

The Advisory Committee of Northern Illinois State Teachers College inspected on March 2, 1953 the conditions of the driveways and the area around the Power Plant of Northern Illinois State Teachers College, for which President Holmes recommended repairs and replacement. We found the conditions as reported by President Holmes to the Board on February 23, 1953.

Inasmuch as power to act was conferred on the Advisory Committee by the Board, the members of the committee approved the recommendation and authorized the President to proceed with the work to the extent of the unencumbered balance of the appropriation of \$14,943.07.

William D. Reavis (Signed), Chairman
C. B. Watson (Signed)
W. S. Fredenhagen (Signed)

The motion was seconded by Mr. Watson, the roll was called, and the vote was as follows:

Mr. Dunbar	Aye	Mr. Ropp	Aye
Mr. Fredenhagen	Aye	Mr. Schriver	Absent
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Nickell	Absent	Mr. Summers	Aye
Dr. Reavis	Aye	Mr. Walker	Absent
	Mr. Watson	Aye	

The motion was unanimously carried.

At the last meeting the Board also authorized the Advisory Committee of Northern to investigate the establishment of a student bookstore on the campus there and make a report to the Board on their findings.

Dr. Reavis reported that the Committee had visited Northern and had discussed the matter with the student body committee,

PROCEEDINGS

but were not impressed with their arguments and therefore were recommending that the plan be rejected. The motion was seconded by Mr. Watson, and unanimously carried.

MISCELLANEOUS

In view of the fact that our Board meetings are being completed in much less time than in the past it was suggested that one meeting could be eliminated, and it was decided that the June meeting could be deleted; this, of course, subject to revision.

Mr. Stipes instructed the Central Office to send Mr. Walker a "Get well quick" message on behalf of the entire Board.

There being no further business before the Board Dr. Reavis moved that the meeting stand adjourned until the next scheduled meeting on April 20, 1953 at Eastern Illinois State College, Charleston, Illinois. The motion was seconded by Mr. Summers, and unanimously carried.

LEWIS M. WALKER, Chairman

CHAS. G. LANPHIER, Secretary

REPORT OF THE EASTERN ILLINOIS STATE COLLEGE For the meeting in Charleston April 20, 1953

*To the Chairman and Members of the Teachers College Board,
Gentlemen:*

The following report concerning the Eastern Illinois State College is presented for your consideration:

I. STUDENTS

A. Enrollment for Winter Quarter, 1952-53.

1. College				Total One
<u>Class</u>	<u>Men</u>	<u>Women</u>	<u>Total</u>	<u>Year Ago</u>
Graduate	7	1	8	3
Undergraduate				
Freshmen	254	182	436	337
Sophomores	134	111	245	286
Juniors	112	99	211	204
Seniors	117	75	192	182
Unclassified	<u>4</u>	<u>1</u>	<u>5</u>	<u>15</u>
Total	628	469	1097	1027

TEACHERS COLLEGE BOARD

B. Enrollment for the Spring Quarter, 1953.

1. College				Total One
Class	Men	Women	Total	Year Ago
Graduate	8	2	10	2
Undergraduates				
Freshmen	224	170	394	308
Sophomores	119	106	225	240
Juniors	103	94	197	207
Seniors	135	84	219	187
Unclassified	7	3	10	16
Total	596	459	1055	960

2. Veteran Enrollment

There are 111 veterans enrolled for the Spring Quarter, 1953, classified as follows:

Illinois Military Scholarship Only	19
Public Law #346	23
Public Law #16	5
Public Law #550 and Military Scholarship	61
Public Law #550 only	3
Total	111

C. Extension Enrollment, Second Semester, 1953.

1. On Campus

Men - 25 Women - 45 Total - 70

2. Off-Campus

Men - 38 Women - 203 Total - 241

D. Scholarship Report

The following scholarships were recognized for the school year, 1952-53, and requisition for student activity fees has been made as indicated below.

1. Teachers College Scholarships

	Fall	Winter	Spring	Total
Residence	409	400	388	1197
Extension	8	9		17
	417	409	388	1214

2. Military Scholarships

	Fall	Winter	Spring	Total
Residence	45	65	80	190
Extension	26	18		44
	71	83	80	230

PROCEEDINGS

Voucher No. 4328 was issued in the amount of \$4540 covering 409 Teachers College Scholarship students and 45 Military Scholarship students for the Fall Quarter, 1952.

Voucher No. 4329 in the amount of \$4640 covering 400 Teachers College Scholarship students and 64 Military Scholarship students for the Winter Quarter, 1952-53.

V. CURRICULUM:

The inspection by the North Central Association of Colleges and Secondary Schools on December 15-16, 1952, reported on the Fifth Year of the curriculum at Eastern as follows:

"During this visit to Eastern Illinois State College, we gave considerable attention to the evaluation of the program leading toward the Master of Science degree in Education. This program is well conceived, carefully planned, and is being developed with sound educational objectives well within the reach of the faculty and compatible with the physical facilities of the college. Since all 20 department heads hold either the Ph.D. or Ed.D. degrees and with only two (one) exception all the 68 professors and associate professors hold the doctor's degree, the faculty is well qualified academically to offer advanced training. It should perhaps be pointed out that the college is offering Master's degrees in Education only.

"The examiners have ranked the college in the areas under CURRICULUM:

<u>Item</u>	<u>Percentile</u>
General Education	74
Advanced Education	87
Professional and technical education	92
Organization	68

VI. BUILDINGS AND GROUNDS

A. Temporary Housing for Grades 1-6 and Grades 7-8.

It is hoped the Board will find occasion to inspect the remodeled temporary building which is housing Grades 1-6 quite satisfactorily, and to visit the Annex where Grades 7-8 are not so well situated.

B. The rehabilitation of the former Training School Building is progressing on schedule.

C. Resumption of the landscape work adjacent to the new dormitories will begin early in May.

TEACHERS COLLEGE BOARD

D. Rehabilitation of Home Economics Kitchens in the Practical Arts Building.

Bid received for rehabilitation of the college kitchen and service room and the high school kitchen. Department of Home Economics, as follows:

Equipment

Sheldon: cannot supply before December.

Kewanee: cannot supply before September.

St. Charles: \$9,650, installed.

Plumbing

Monticue: not interested

Rennels: too busy

Sunkel: \$533.44

Electrical

Snyder: \$1,783 (including six new stoves)

Arts': No bid

Setliffe: No bid

Floor Replacement

Reazor: \$1,690

Total Estimated Cost:

Equipment	\$9,650.00
Plumbing	533.44
Electrical	1,783.00
Floor	<u>1,690.00</u>
Total	\$13,656.44

Since the amount allotted and released for this Kitchen Rehabilitation was \$18,000, the balance can be used for other needed repairs.

- E. The final bids for the rehabilitation of the kitchen at Pemberton Hall have not been received. If the low bids total less than the \$8,000.00 allotted and released, it is hoped the authority to award contracts can be placed in the hands of the Advisory Committee.
- F. Senate Bill 770, approved June 30, 1951, reappropriated \$541,389.06 for "construction of dormitories, development of site, installation of services, plans and specifications, and all necessary charges incident to the completion of the work." Of this amount, on March 31, 1953, \$31,993.50 was unallotted and \$15,027.31 previously allotted was unexpended,

PROCEEDINGS

a total of \$47,020.81. Against this amount \$14,947.76 was encumbered on contract, leaving \$32,073.05 as a balance in the account. Authority for expenditures from this fund are asked as follows:

1. Lincoln-Douglas Halls, sundry items of furniture and equipment, totalling \$1,454.60.

VII. AUXILIARY ENTERPRISES: No Report

VIII. STUDENT LIFE: No Report

IX. MISCELLANEOUS:

A. Permission to expend from Equipment is requested as follows:

1. Lockers, steel, for service building near Football Field,
93 lockers, 15"x18"x60", at not to exceed \$1,077.81
F. O. B. Charleston, all taxes paid.

2. Exchange of war surplus typewriters (Royal, Remington, Underwood) with educational discount,

21 typewriters (with discount) \$2,625.00

21 trade-in value 910.00

at a total not exceeding \$1,715.00

B. Report on Class Enrollment, Fall, 1952:

Summary of Small Classes

<u>Department</u>	<u>Total No. of Classes</u>	<u>No. less than 5 Students</u>	<u>%</u>	<u>No. less than 10 but more than 5</u>		<u>% of classes less than 10 students</u>
Art	16	2	13	3	20	33
Botany	9	0	0	4	36	36
Chemistry	12	2	17	0	0	17
Education	23	0	0	1	0	4
English	26	1	4	4	15	19
For. Lang.	10	1	10	4	40	50
Geography	9	2	22	0	0	22
Home Economics	12	3	25	4	33	58
Industrial Arts	11	1	9	3	27	36
Mathematics	12	2	16	2	16	32
P. E. Men	8	0	0	1	12	12
P. E. Women	5	0	0	3	60	60
Physics	9	0	0	2	22	22

TEACHERS COLLEGE BOARD

Summary of Small Classes (Continued)

<u>Department</u>	<u>Total No. of Classes</u>	<u>No. less than 5 Students</u>	<u>%</u>	<u>No. less than 10 but more than 5</u>	<u>%</u>	<u>% of classes less than 10 students</u>
Music	18	2	11	2	11	22
Social Science	22	3	12	1	4	16
Speech	12	0	0	5	40	40
Zoology	15	1	7	2	13	20
Business Ed.	<u>20</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	249	20	8	41	17	25

X. SUMMARY

Consideration by the Teachers College Board is requested for the following items:

1. Record of Teachers College and Military Scholarships as presented.
2. Authority for Advisory Committee to award contracts for Kitchen rehabilitation in Home Economics, if low bids total not more than \$13,656.44.
3. Authority for Advisory Committee to award contracts for rehabilitation of Pemberton Hall Kitchen if low bids do not exceed allotted \$8,000.
4. Permission to expend from EQUIPMENT as follows:
 - a. 93 lockers \$1,077.81
 - b. 21 typewriters exchanges \$1,715.00
5. Permission to expend from reappropriated balance, Residence Halls, not to exceed \$1,454.60 for sundry equipment.

Respectfully submitted,

ROBERT G. BUZZARD, President

PROCEEDINGS

ILLINOIS STATE NORMAL UNIVERSITY NORMAL, ILLINOIS Meeting in Charleston, April 20, 1953

To the Chairman and Members of the Teachers College Board:

The following report is submitted from Illinois State Normal University:

I. STUDENTS

1. Attendance for the Second Semester, 1952-1953

In reporting the enrollment for the second semester of the current school year, the plan of using figures in parentheses is continued in order that comparisons may be made with a former method of listing such statistics. This is being done for a few years for purposes of comparison of figures of years earlier than the last two when a new system of eliminating certain persons who have withdrawn from the University or are not carrying full work was authorized.

	Men and Boys	Women and Girls	Total	Total One Year Ago
a. University				
Graduates	31 (84)	14 (48)	45 (132)	65 (119)
Seniors	171 (175)	197 (230)	368 (405)	418 (443)
Juniors	147 (148)	173 (206)	320 (354)	362 (382)
Sophomores	152 (155)	235 (238)	387 (393)	395 (404)
Freshmen	263 (266)	354 (361)	617 (627)	528 (536)
Unclassified	<u>3 (9)</u>	<u>-- (28)</u>	<u>3 (37)</u>	<u>8 (38)</u>
Total College				
Students on Campus	767 (837)	973 (1111)	1740 (1948)	1776 (1922)
b. University H. S.	173	186	359	345
c. University				
Elementary School	187	202	389	359
d. Special Education				
School	55	42	97	119
e. Illinois Soldiers and Sailors Childrens				
School	<u>129</u>	<u>63</u>	<u>192</u>	<u>226</u>
Total Pupils,				
Elementary and				
Secondary	<u>544</u>	<u>493</u>	<u>1037</u>	<u>1049</u>
Total	1311	1466	2777	2825
Extension	<u>44</u>	<u>590</u>	<u>634</u>	<u>618</u>
Grand Total	1355	2056	3411	3443

TEACHERS COLLEGE BOARD

2. Extension, Second Semester, 1952-1953

Enrollment in extension courses, the departmental courses offered, the centers, and the instructor, are here presented for the second semester of the 1952-1953 school year.

<u>Center</u>	<u>Course</u>	<u>Instructor</u>	<u>Enrollment</u>
Decatur	Selected Topics in Arithmetic E202	Elinor Flagg	14
Decatur	All-School Activities E415	John L. Reusser	19
Girard	Social Pathology E263	Francis Wade	27
Joliet	American Life and Institutions E217	Leo J. Yedor	26
Lacon	Elementary Agriculture E101	Lavern Laubaugh	22
Monticello	English Workshop E193 and E293	Ruth Henline	22
Morris	Music Education for Lower Grades E239	Emma Knudson	53
		Lyle Young	
Onarga	Audio-Visual Program of the School E472	M. L. Miller	17
Onarga	Audio-Visual Education E240	Nelson Smith	63
		Clarence Cross	
		John Woodburn	
Pana	Physical Educ. for Elem. Schools E233	C. E. Horton	38
Pekin	Classroom Problems E236	V. L. Replogle	50
Peoria	Advanced Reading Methods E207	Joseph C. MacCoy	49
Peru	Education Workshop E293 and Seminar in Curriculum Construction E412	Francis Belshe	27
		F. L. Hoover	
		John Woodburn	
Petersburg	Selected Topics in Arithmetic E202	C. N. Mills	20
Pontiac	Natural Science E220	L. W. Miller	45
Princeton	Geography of South America E215	A. W. Watterson	36
Springfield	School Health E238	Charlotte Wilcox	33
Streator	Speech Re-education E212	F. L. D. Holmes	30
Virginia	Modern Literature for Children E202	Dorothy Hinman	43
	Total Second Semester, 1952-1953		634
	Total First Semester, 1952-1953		617
	Total for 1952-1953 School Year		1251
	Total for 1951-1952 School Year		1303

Second Semester, 1950-1951

The number of extension registrations in twenty-one classes in twenty centers was 584. The average enrollment was 28. All undergraduate classes.

Second Semester, 1951-1952

The number of extension registrations in twenty-one classes in twenty centers was 618. The average enrollment was 29. This includes two graduate classes with a total enrollment of 18.

PROCEEDINGS

Second Semester, 1952-1953

The number of extension registrations in nineteen classes in seventeen centers is 634. The average enrollment is 33. This includes three graduate classes with a total enrollment of 53.

3. Teachers College Scholarships

It is with understandable pride that the large number and high percent of students making use of Teachers College Scholarships in the University for both the first and second semesters is reported. Since these persons come from the upper third of the high school graduating classes, this serves to refute the belief on the part of some persons that only relatively poor students seek to prepare for the teaching profession.

Scholarships for Undergraduate Students	1952-1953	1952-1953
	First Semester	Second Semester
	1008 of 1905 or 52.9%	929 of 1740 or 53.4%

The number of students indicated above and on which percentages were figured represents full time students after official refunds had been made. Hence, these figures do not include late afternoon, evening and Saturday classes, those carrying less than twelve semester hours of work, or those dropping out of school following registration and within the period for which refunds are made.

4. Scholarships for Those in Federal Military Service

There are three groups of students operating under some form of scholarship consideration as a result of past military service.

- a. There are very few of the original group of students operating under the GI Bill for whom funds are provided by the Veterans Administration on a cost-of-operation basis. This number for the first semester was 40 and for the current second semester is 41.
- b. Those operating under the regular military scholarship who had not been in service as long as ninety days and therefore could take advantage of the military scholarships, and for whom financial consideration is extended, numbered 63 the first semester and 58 the second semester.

TEACHERS COLLEGE BOARD

- c. The Korean veterans, now returning in increasingly larger numbers with each period of enrollment, operate under military scholarships for which the University does not receive any financial consideration aside from a per month figure of \$1.50 per person designed to aid in covering administration costs. This number the first semester was 18 and the second semester is 41.

The following more detailed information on veterans will be of interest.

<u>First Semester 1952 - 1953</u>	
	Number of <u>Students</u>
P. L. 346 (World War II)	37
16 (World War II - Rehab.)	3
P. L. 550 (Korean)	18
894 (Korean - Rehab.)	--
State Military Scholarship	58
Other veterans - no benefits	<u>18</u>
Total	134

<u>Second Semester 1952 - 1953</u>	
P. L. 346 (World War II)	37
16 (World War II - Rehab.)	4
P. L. 550 (Korean)	41
894 (Korean - Rehab.)	--
State Military Scholarship	59
Other veterans - no benefits	<u>19</u>
Total	160

5. Class Enrollments

The request has been made for the number of classes during the first semester of the 1952-1953 school year enrolling less than ten students and likewise the number of classes enrolling less than five students. While presenting the figures for the first semester, similar figures are likewise presented for the current second semester.

Number of classes with less than five students	
first semester	63
Number of classes with less than five students	
second semester	65

PROCEEDINGS

Number of classes with less than ten students

first semester

146

Number of classes with less than ten students

second semester

159

Additional information covering the number in all classes grouped according to size, with breaks in units of five, are as follows:

	<u>First Semester</u>	<u>Second Semester</u>
60 - 65	2	1
55 - 59	1	2
50 - 54	2	0
45 - 49	3	3
40 - 44	12	4
35 - 39	25	12
30 - 34	41	43
25 - 29	82	65
20 - 24	92	88
15 - 19	98	117
10 - 14	104	99
5 - 9	83	94
0 - 4	<u>63</u>	<u>65</u>
	608	593

IV. THE ORGANIZATION

No report.

V. THE CURRICULUM

No report.

VI. BUILDINGS AND GROUNDS

1. New Construction

The approval of House Bill 414 by the legislature and the Governor has made available \$215,000.00 to be used for the completion of the top floor of Fell Hall. This will make the entire building available for 250 women students (all freshmen except for approximately 30 upper-class honor residents) when school opens in September. The south wing and the center extension to the west have been completed and with the installation of new furniture will be available for occupancy. Bids on furniture and furnishings will be presented in a supplement to this report.

It is understood that negotiations with contractors already on the job will cover the remaining construction without formal action of the Teachers College Board in approving new or additional contracts.

TEACHERS COLLEGE BOARD

2. Repairs

Satisfactory progress is being made in the matter of the work being done at the Heating Plant and in the re-wiring of the Industrial Arts Building under the rehabilitation and modernization program. Bids have just been opened and work will be started immediately on the stairs and other rehabilitation in Cook Hall, North Hall and the Metcalf building following action of the Teachers College Board at this meeting. It is expected that all funds available under the rehabilitation and modernization appropriation will be used by the end of the current biennium.

3. Grounds

It is hoped that unused funds in connection with the drawing of plans for the new elementary-junior high school building will be returned to the Contingent Fund and re-designated for use in the completion of landscaping on the south campus and around the new construction at Fell Hall. Details of this activity will be presented in a later report.

VII. AUXILIARY ENTERPRISES

No report.

VIII. STUDENT LIFE

1. Student Union

Planning for the eventual erection of a student union on a self-liquidating basis continues according to schedule. A proposed plan in a general and very tentative form has been provided and is being presented to the student body with the thought of offering information and creating interest that will call for a voluntary expression to increase the student activity fee in order to provide earmarked funds for meeting the requirements of the bonding company to make possible the construction of this building. The bonding company is very interested in working on this project and will present something in the way of a proposition for consideration of Illinois State Normal University and the later possible approval by the Teachers College Board. It is expected that the entire proposition as to increasing student activity fees, the proposal of the bonding company, and the nature and extent of the building will be ready for presentation to Board at the meeting on May 18, 1953.

PROCEEDINGS

IX. MISCELLANEOUS

1. Speech Activities

Aside from the very good season in such activities as debating, oratory, and extempore speaking, students in the Speech Department of the University won very high honors at the national Pi Kappa Delta Annual Convention at Kalamazoo, Michigan April 6-9. The women's team in combined debating, oratory and extempore speaking won national sweepstakes honors in competition with teams from 120 colleges and universities. The contestant in oratory, who had previously won the State Oratorical Contest, was rated first in the nation at Kalamazoo. She is now entered in the Interstate Oratorical Contest which is being held on April 15-16 at Northwestern University, where she will seek to carry on her undefeated record, which is all the more outstanding because of her being a freshman student. This outstanding record has been made by Miss Gloria Lewis of South Beloit, Illinois. The record made by the men's debate team was almost as high as that of the women but did not quite bring them national sweepstakes honors.

Respectfully submitted,

R. W. FAIRCHILD

ILLINOIS STATE NORMAL UNIVERSITY

NORMAL, ILLINOIS

Supplement to President's Report to Teachers College Board For the Meeting in Charleston April 20, 1953

The purpose of this supplement report is to bring to the Teachers College Board items for which bids have been received at too late a date for incorporation into the regular report.

1. Fell Hall Construction

All work for completion of the fourth floor of Fell Hall has been recommended by the Division of Architecture and Engineering to be completed by extensions of existing contracts. The exception to this is the elevator, which was readvertised and new bids opened on April 14. The new bid resulted in somewhat lower prices than those originally received. The bids received were as follows:

TEACHERS COLLEGE BOARD

Otis Elevator Company	\$ 24,220.00
Chicago 6, Illinois	
Hollister-Whitney Company	22,871.00
Quincy, Illinois	
Long Elevator & Machine Co.	20,760.00
Springfield, Illinois	
Montgomery Elevator Company	22,323.00
Moline, Illinois	
Elevator Mfg. Co. of America	22,000.00
Chicago 6, Illinois	

Recommendation: We presume we should concur in the recommendation of the Division of Architecture and Engineering that the low bid of Long Elevator & Machine Co. be accepted. However, our experience has been very unfortunate with elevator equipment and installations made by other than standard manufacturers.

The following summary of additions to existing contracts and elevator bids is given below for the information of the Board. All costs now appear to be well under the \$215,000.00 appropriated.

SUMMARY

General Work	\$ 130,800.00
Heating and Plumbing Work	22,306.00
Ventilating Work	1,240.73
Pipe Covering Work	5,771.00
Electrical Work	9,518.94
Elevator Equipment Work	20,760.00
Architects' Fees	<u>10,493.85</u>

Total recommended for acceptance - \$200,890.52

2. Fell Hall Furniture and Furnishings

Bids were received for the major equipment needed to place the additions to Fell Hall in operation this fall including room equipment for the fourth floor. These bids will exceed the available balance of \$36,532.72 remaining in the Reappropriation of Senate Bill 770 for Furniture and Furnishings for additions to Fell Hall. It is hoped that the Board will approve the acceptance of all recommended bids contingent upon transfers of sufficient funds from other projects to cover the amounts needed. The cost of equipping the new addition has been held to a minimum by reusing as much of the existing lounge, dining room, and other furniture as is possible. The bids received were as follows:

PROCEEDINGS

Mattresses and Springs

128 foam rubber mattresses
 128 box springs
 1 foam rubber mattress, 4 x 6
 1 box spring, 4 x 6
 128 bed frames
 4 innerspring mattresses
 4 box springs

Paxton Typewriter Company Bloomington, Illinois	\$ 10,595.21
Carson, Pirie & Scott Company Chicago, Illinois	11,179.88 *
Globe Furniture & Stationery Chicago, Illinois	9,868.50 **
Clark Linen & Equipment Co. Chicago, Illinois	10,347.41 **
Marshall Field & Company Chicago, Illinois	9,016.19 * **
L. B. Herbst Chicago, Illinois	10,345.33 **
Mandel Brothers Chicago, Illinois	No Bid

Recommendation: *Incomplete bid. **Not bidding specifications. Of the two firms bidding specifications, we recommend the low bid of the Paxton Typewriter Company.

Room Furniture - Phoenix Chair Company specified.

Paxton Typewriter Company Bloomington, Illinois	\$ 12,722.71
Carson, Pirie & Scott Chicago, Illinois	12,183.75
Globe Furniture & Stationery Chicago, Illinois	No Bid
Clark Linen & Equipment Co. Chicago, Illinois	12,230.18
Marshall Field & Co. Chicago, Illinois	No Bid
L. B. Herbst Company Chicago, Illinois	12,346.27
Mandel Brothers Chicago, Illinois	No Bid

TEACHERS COLLEGE BOARD

Recommendation: Acceptance of low bid of Carson, Pirie & Scott.

Lounge and Public Areas

Paxton Typewriter Company Bloomington, Illinois	\$ 6,121.18
Carson, Pirie & Scott Chicago, Illinois	4,385.03 *
Globe Furniture & Stationery Chicago, Illinois	1,487.70 *
Clark Linen & Equipment Co. Chicago, Illinois	2,567.30 *
Marshall Field & Company Chicago, Illinois	5,329.27 *
L. B. Herbst Company Chicago, Illinois	5,570.11
Mandel Brothers Chicago, Illinois	No Bid

Recommendation: *Incomplete bids. Acceptance of total low bid of L. B. Herbst Company provided proper allocation of installation charge is made.

Lounge - Kittinger specified.

Paxton Typewriter Company Bloomington, Illinois	\$4,093.13
Carson, Pirie & Scott Chicago, Illinois	4,243.18
Globe Furniture & Stationery Chicago, Illinois	4,642.59
Clark Linen & Equipment Co. Chicago, Illinois	No Bid
Marshall Field & Company Chicago, Illinois	4,427.83
L. B. Herbst Co. Chicago, Illinois	4,095.52
Mandel Brothers Chicago, Illinois	No Bid

Recommendation: Acceptance of low bid of Paxton Typewriter Company.

PROCEEDINGS

Student Desk Lamps

U. S. Electric Company	\$ 1,276.60
Springfield, Illinois	
Springfield Electric Company	1,254.60
Bloomington, Illinois	
Guy Carleton	No Bid
Bloomington, Illinois	

Recommendation: Acceptance of low bid of Springfield Electric Company.

Draperies

Marshall Field & Co.	\$ 7,778.00
Chicago, Illinois	
Carson, Pirie & Scott	No Bid
Chicago, Illinois	
Knights' Window Shoppe	6,448.00
Bloomington, Illinois	
Globe Furniture & Stationery	5,186.17
Chicago, Illinois	
Mandel Brothers	No Bid
Chicago, Illinois	
Clarke Linen & Equipment Co.	No Bid
Chicago, Illinois	

Recommendation: Acceptance of low bid of Globe Furniture and Stationery Company.

Permission is also requested to authorize a \$500 allowance for selection of fabrics for upholstered pieces which have been bid by all bidders in muslin only. An allowance of \$300 for selection of lamps and \$2,000 for miscellaneous furnishings for committee rooms and public areas not included in above bids.

3. Rehabilitation and Modernization Work for Cook Hall, Metcalf Building and North Hall

Bids were opened by the Division of Architecture and Engineering on April 14 for the replacing of stairs in Cook Hall and making the stairwell fireproof, repairs on brickwork in Metcalf Building and box gutter replacement on North Hall. Bids received were as follows. Funds are available in Modernization and Rehabilitation Appropriation.

TEACHERS COLLEGE BOARD

Felmley-Dickerson Company Bloomington, Illinois	\$ 36,300
Eriksen and Blanchard, Inc. Wilmington, Illinois	46,520
West Construction Company Bloomington, Illinois	40,800

Recommendation: We concur with the recommendation of the Division of Architecture and Engineering to accept the low bid of the Felmley-Dickerson Company.

4. Transfer of Funds

As a result of reducing the amount of construction of the Laboratory School, there is a saving of \$100,000 in Architect fees. A request has been made to transfer this amount from the original appropriation to a contingency account so it can be used for other projects where funds have become insufficient. Dr. Browne has secured the approval of the Department of Finance, however approval of the Auditor of Public Accounts must be obtained. If this transfer is finally approved, the money could then be used to complete the purchase of equipment for Fell Hall and to complete the site work on the central campus and around Fell Hall.

Recommendation: That the Board give approval to using the funds, if the transfer is completed, to finish equipping Fell Hall and extending present contracts for completion of site work on main campus and around Fell Hall. Also, that the Advisory Committee be given authority to approve contracts and purchases before the next meeting of the Board.

5. Purchases.

Approval is requested for purchases of the following items that exceed \$1,000.00.

A. Portable Stage, Special Education Payable from Senate Bill 770

Don E. Fesler School Equipment Service Galesburg, Illinois	\$ 1,496.00
Horn Brothers Company Fort Dodge, Iowa	No Bid

Recommendation: Acceptance of the bid of Don E. Fesler.

PROCEEDINGS

B. 2 - 4-door Plymouth Cambridge Sedans

Wiley Motors, Inc.	\$ 3,512.88
Bloomington, Illinois	
Yates Company, Inc.	3,333.76
Bloomington, Illinois	
C. W. Frey and Sons, Inc.	3,092.64
Bloomington, Illinois	

Recommendation: Acceptance of the low bid of C. W. Frey and Son, Inc. payable from available balance in General Revenue equipment.

REPORT OF THE WESTERN ILLINOIS STATE COLLEGE MACOMB, ILLINOIS Meeting in Charleston, Illinois April 20, 1953

To the Members of the Teachers College Board of Illinois:

The following report is submitted for the Western Illinois State College:

I. STUDENTS

A. Enrollment, Spring Quarter, 1953

	Men & Boys	Women & Girls	Total	Total One Year Ago
1. College				
Regular Students				
Graduates	28	6	34	41
Seniors	121	86	207	217
Juniors	106	105	211	204
Sophomores	165	111	276	288
Freshmen	<u>228</u>	<u>198</u>	<u>426</u>	<u>328</u>
	648	506	1,154	1,078
Saturday and Evening Classes				
Graduates	49	34	83	70
Seniors	6	27	33	
Juniors		26	26	
Sophomores	<u>1</u>	<u>6</u>	<u>7</u>	
	56	93	149	70
Sub-total	704	599	1,303	1,148

TEACHERS COLLEGE BOARD

	Men & <u>Boys</u>	Women & <u>Girls</u>	<u>Total</u>	Total One Year <u>Ago</u>
2. Extension, Second Term				
Aledo - Abbot				
Health 221	1	34	35	
Avon - Schory				
Speech 323	5	24	29	
Galesburg - Glasow				
Psychology 423	1	22	23	
Galesburg - Wilkinson				
Education 527	7	7	14	
Havana - Linder				
Education 415		21	21	
Kewanee - Covert				
Psychology 421	1	20	21	
Mt. Sterling - Hicken				
Dev. of Civ. 136	3	18	21	
Peoria - Bodine				
Soc. Sc. 437		22	22	
Quincy - Stull				
Soc. Sc. 320		<u>39</u>	<u>39</u>	
Sub-total	18	207	225	198
3. Secondary Schools				
Macomb Sr. H.S.	195	184	379	371
Western H.S.	58	72	130	129
Bardolph H.S.	24	27	51	51
Kewanee H.S.	324	349	673	640
Galesburg Sr. H.S.	501	488	989	978
Jacksonville H.S.	<u>418</u>	<u>428</u>	<u>846</u>	<u>826</u>
Sub-total	1,520	1,548	3,068	2,995
4. Elementary Schools				
Edison Jr. H.S.	103	111	214	240
McArthur Grade	102	77	179	
Western Laboratory School	130	163	293	263
Bardolph & Adair	<u>117</u>	<u>115</u>	<u>232</u>	<u>232</u>
Sub-total	452	466	918	735
Grand Total	2,694	2,820	5,514	5,076

B. Extension Enrollment, First Term

Total off campus: 524 (See January 19, 1953 report)

PROCEEDINGS

C. Teachers College Scholarship List

1. I certify to the Teachers College Board that the 461 persons with the addresses indicated in each case, a list of whom was sent to the Secretary together with the voucher dated February 3, 1953, to be submitted to the Auditor of Public Accounts, attended the Western Illinois State College during the Winter Quarter 1952-53 under the provisions of Section 30-1 of "The School Code."

D. Military Scholarship List

1. I certify to the Teachers College Board that the 75 persons of the addresses indicated in each case, a list of whom was sent to the Secretary along with the voucher dated March 3, 1953, to be submitted to the Auditor of Public Accounts, attended the Western Illinois State College during the Winter Quarter 1952-53 under the provisions of Section 30-5 of "The School Code."

IV. ORGANIZATION

No report.

V. CURRICULUM

Western was the first teachers college in Illinois to provide a school bus in order to have the laboratory school and college students participate in off-campus educational experiences. Basic values in education have remained unchanged to a great degree, but conditions under which children learn and people live today are modified by social, economic, religious, scientific and technological changes as compared with twenty-five years ago.

The bus referred to in the foregoing paragraph was purchased in 1945-46 at a cost of \$5,000. We have used five different motors and two chassis since that time while driving the bus 187,000 miles. We shall present a request to the Board at this meeting to purchase a twenty-five passenger Flexible bus at \$13,687. The old bus is in such poor condition that no trade-in was allowed by any of the companies bidding on the new bus.

We believe that the type of educational experiences we give to the students in the laboratory school and college can be summarized rather briefly as stated by the director of this phase of our work, Mr. A. B. Roberts, who has charge of audio-visual education and our field study tours:

TEACHERS COLLEGE BOARD

"In regard to the use of a second bus for Western and our three areas in which this bus will be used extensively as a part of the tour program:

"1. Laboratory School

"a. Grades one to six.

"During the past three years a comprehensive survey has been made of Macomb and surrounding communities within a radius of thirty to fifty miles. The teachers of the first six grades in the laboratory school have developed plans for taking their pupils to various places in the community as a means of enriching the curriculum.

"Each grade has planned to make at least four or possibly six tours during the year. These tours will range in length from a couple of hours to a full day, depending upon distance and grade level.

"If field work is to make its greatest contribution to the educational program, then the tours must be made at the time the students are studying a given unit of work. This has been impossible because of the numerous requests for the one bus which we now own.

"b. Grades seven to twelve.

"In considering the enrichment of the curriculum of these grades the instructors have selected a number of places for visitation in Macomb and within a radius of seventy-five to one hundred-fifty miles of our city. Here again it has been impossible to meet the demands of these people for the reason stated above--the bus was not available.

"2. For the college during the regular academic year.

"a. Tours to supplement the regular college classes.

"During the past two years there have been a number of requests from the various departments of the college to plan trips to various places within the State of Illinois or the adjoining states where students could visit as a means of enriching their classroom work; however, many of these requests could not be granted due to the heavy schedule for the bus.

"During most of the months of the regular college year a bus could be used at least three or four times per

PROCEEDINGS

week in meeting the needs of the laboratory school and college groups mentioned above.

"b. Credit tours

"This year for the first time we have offered an extension course based on a series of one-day tours to places of interest within the State of Illinois or adjoining states as a part of our regular field study program. We would like to make at least six or seven such tours each semester, but we have had to reduce the number to three or four because the bus was not available.

"This form of instruction has become so popular that we have had demands to operate such an extension course for the year 1953-54 from the following centers: Quincy, Jacksonville, Monmouth and Rock Island. Adequate transportation will mean more departments at Western could participate in such a program.

"3. Summer Tours

"a. Credit tours

"Our summer tours have grown so in popularity that it is impossible to meet the demands of the teachers of Illinois and surrounding states with the one bus which we are now operating. For the summer of 1953 we are operating five trips, four by bus and one by air to Europe. For two of the tours we are chartering a bus from a scenic stage line at Hanover, Illinois. We could offer a much better tour program for the teachers if we could have our own busses and could plan our trips accordingly.

"Because of the interest that is developing in the schools of our state in the use of community resources, I feel that we at Western should help in promoting this program by giving teachers training on how to use community resources to the best advantage."

Since there are at the present time no totally unrelated subject matter areas of instruction, more emphasis is being given to functional instruction such as that which is obtainable through experiences of various types off campus. We shall not go into detail, but enclosed with your copy of the Board report you will find a description of merely one of our off-campus activities--namely, the day camp program in the Western Illinois State College laboratory school. Realizing that you are busy, I do not wish for you to take the time to read all of the bulletin, but shall

TEACHERS COLLEGE BOARD

call your attention to certain pages. Page 13 is the description of the inauguration of the camp. Pages 14-16 give the objectives of the program. On page 19, and following pages you will find the activities of the fourth grade; similarly throughout the bulletin you will find descriptions of the activities on various grade levels. On page 73 you will see how our camping program is coordinated with the college curriculum and the preparation of teachers in this type of teaching experience. Pages 67-72 give you an idea of some of the activities at the camp through pictures. In the third paragraph, page 98, you will find that five years ago 3% of the 1,598 city school systems in Illinois used specialized camp service and programs of that type as compared to .5% a decade before. A recent report made this last summer shows that this percentage now has risen to 11% as compared with 3% five years ago. We also call your attention to the fact that Michigan is doing a great deal along this line of work and that fifty schools made camping a regular part of their school curriculum in 1951.

In addition to the use made by the laboratory school, the bus is used by all departments in the college for one-day tours, week-end learning experience travel trips, or more extended field study tours, such as are described in the folder, which is enclosed, advertising our tours for the summer of 1953.

In addition to the use that the sixteen departments make of the bus for educational excursions, it is also used by the band on the spring tour and for special programs presented in the area, by the members of the chorus and glee club, and by college and laboratory school groups in various educational fields to participate in state contests. An example of the use that one department makes of the school bus is the agriculture department, the members of which take at least one or two trips a week to farms or industrial plants that deal directly with preparation of agricultural products. An actual record shows that one of our two busses is used each day of the week and in many cases both of them are in use. Thus far this year 216 trips have been made off campus by means of the two busses.

VI. BUILDINGS AND GROUNDS

Bids for the rehabilitation of the Old Academy Building will be given in the supplemental report.

VII. AUXILIARY ENTERPRISES

No report

PROCEEDINGS

VIII. STUDENT LIFE

No report

IX. MISCELLANEOUS

A. Classes with enrollments of less than five students, Fall Quarter 1952:

1. Undergraduate 2
 - a. German 223 - 4
 - b. Adv. Techniques in Visual Ed. - 3
2. Graduate 3
 - a. English 577 - 4
 - b. Physics 501 - 3
 - c. Economics 536 - 6

B. Classes with enrollments of less than ten students, Fall Quarter 1952:

1. Undergraduate 8
 - a. Horticulture 214 - 6
 - b. Zoology 413 - 9
 - c. Latin 120 - 9
 - d. Spanish 223 - 6
 - e. Home Ec. Methods - 9
 - f. Ind. Arts - Printing - 6
 - g. Mathematics 302 - 8
 - h. Women's PE 416 - 7
2. Graduate 0

C. Classes with enrollments of over fifty students, Fall Quarter 1952:

1. Undergraduate 11
 - a. Geography 110 - 51
 - b. Ind. Arts 115 - 54
 - c. PE 118-219 - 59
 - d. Health 220 - 58
 - e. Health 220 - 55
 - f. History 224 - 56
 - g. Pol. Sc. 222 - 52
 - h. Pol. Sc. 222 - 60
 - i. Ed. 100 - 54
 - j. Ed. 100 - 54
 - k. Arithmetic 123 - 53
2. Graduate 2

TEACHERS COLLEGE BOARD

X. SUMMARY

The approval of the Teachers College Board is requested for the following recommendations:

- A. The list of 461 Teachers College Scholarship students for the Winter Quarter 1952-53.
- B. The list of 75 Military Scholarship students for the Winter Quarter 1952-53.

Respectfully submitted,
F. A. BEU, President

SUPPLEMENT TO
REPORT OF THE
WESTERN ILLINOIS STATE COLLEGE
MACOMB, ILLINOIS
Meeting in Charleston, Illinois
April 20, 1953

to the Members of the Teachers College Board of Illinois:

The following proposed purchase and campus improvement project are presented for your consideration:

1. Purchase of bus

Specifications: Power plant - Gasoline. Transmission - constant mesh in five forward speeds. Sliding gear in reverse manually shifted. Chassis to have air brakes equipped with 6-10:00 20 tires. Standard seating arrangement for seating capacity of 25 standard recliner seats. Heating, ventilating, first aid equipment, standard tools and mirrors as listed with regular equipment. Lighting and reflectors listed on standard equipment, also to meet the specifications of the Interstate Commerce Commission and the State of Illinois. Fuel tank to be 150 gallon capacity. The color is to be purple on white with name "Western Illinois State College" in purple on white above the windows with "Macomb, Illinois" in small letters to left of entrance door with "Capacity of 25 passengers" below. Destination sign to be lettered to read: Western Illinois State College.

If there are any deviations from the above specifications, itemize or send complete specifications for your bus.

PROCEEDINGS

Bids were received as follows:

The Flexible Company	\$13,687.00
Twin Coach Company	19,255.00
GMC Truck and Coach Division (for suburban type coach) . .	20,123.18
Superior Coach Company	No bid
General American Aero-Coach Company	No bid
(not in production in 1953)	

It is recommended that the low bid of The Flexible Company be accepted.

2. Remodeling of Old Academy Building

General Work: Construction of eleven individual practice rooms, one large classroom, soundproofing and new light fixtures on second floor.

Painting of two classrooms, one office, lobby and stairwell, new light fixtures for three rooms on first floor.

Alternate No. 1: Additional painting and repairs on first floor.

Alternate No. 2: Acoustical tile work in stairwell.

Alternate No. 3: Acoustical tile work, main floor.

Alternate No. 4: New doors to classrooms and closing of transoms.

Bids were received as follows:

General Work

Ostrom and Maguire, Galesburg

Base Bid	\$14,248.00
Alternate No. 1	1,594.00
Alternate No. 2	440.00
Alternate No. 3	580.00
Alternate No. 4	<u>564.00</u>
Total	17,426.00

G. F. Vail, Macomb

Base Bid	\$15,967.00
Alternate No. 1	1,890.00
Alternate No. 2	395.00
Alternate No. 3	855.00
Alternate No. 4	<u>624.00</u>
Total	19,731.00

TEACHERS COLLEGE BOARD

General Work (Continued)

Grohne Co., Inc., Decatur

Base Bid	\$16,376.00
Alternate No. 1	1,543.00
Alternate No. 2	362.00
Alternate No. 3	923.00
Alternate No. 4	<u>771.00</u>
Total	19,975.00

Robertson Construction Co.,

Box 62, Oak Park

Base Bid	\$17,755.00
Base Bid and Alternate No. 1	20,655.00
Base Bid and Alternate No. 2	18,325.00
Base Bid and Alternate No. 3	18,525.00
Base Bid and Alternate No. 4	18,255.00

Hathiman Construction Co., Chicago

Base Bid	\$18,981.00
Alternate No. 1	2,000.00
Alternate No. 2	288.00
Alternate No. 3	500.00
Alternate No. 4	<u>600.00</u>
Total	22,369.00

J. J. Altman & Co., Alton

Base Bid	\$15,193.00
Alternate No. 1	3,300.00
Alternate No. 2	2,450.00
Alternate No. 3	1,325.00
Alternate No. 4	<u>385.00</u>
Total	22,653.00

Blomer Construction Co., Chicago

Base Bid	\$44,400.00
Alternate No. 1	5,400.00
Alternate No. 2	800.00
Alternate No. 3	2,200.00
Alternate No. 4	<u>900.00</u>
Total	53,700.00

PROCEEDINGS

Heating

Hollister, Macomb	\$ 1,536.00
Fouts, Macomb	1,753.72
McDaniels Co., Decatur	2,319.00
J. Doyle, Jacksonville	2,467.00
Asbestos Pipe Construction Co., Chicago	2,586.00
Clark Palmer Co., Galesburg	3,065.00

Electrical Work

Macomb Electric Co., Macomb	\$ 2,800.00
Schaeffer, Peoria	3,170.00
Demoss Smith Co., Galesburg	3,495.00
Ejize Electric, Springfield	8,121.21

It is recommended that the following low bids, which have been approved by the Division of Architecture and Engineering and by our local Advisory Committee, be accepted:

General Work: Ostrom and Maguire	\$ 17,426.00
(includes four alternates)	
Heating: Hollister Plumbing and Heating	1,536.00
Electrical Work: Macomb Electric Co.	<u>2,800.00</u>
Total for project	21,762.00

The foregoing will be paid from funds provided by Senate Bill #771 in which Western has an available balance of \$21,767.80.

Respectfully submitted,

F. A. BEU, President

REPORT OF THE NORTHERN ILLINOIS STATE TEACHERS COLLEGE To be presented at the meeting of the Teachers College Board at Charleston April 20, 1953

To the Chairman and Members of the Teachers College Board:

Gentlemen:

I have the honor to submit the following report:

TEACHERS COLLEGE BOARD

I. STUDENTS

Enrollment, Winter Quarter, 1952-1953

	Men	Women	Total	Total One Year Ago
<u>Undergraduates - full-time</u>				
Unclassified	-	1	1	4
Post Graduates	1	1	2	-
Seniors	143	174	317	350
Juniors	130	175	205	316
Sophomores	156	200	356	340
Freshmen	<u>267</u>	<u>305</u>	<u>572</u>	<u>511</u>
	697	856	1453	1521
<u>Undergraduates - part-time</u>				
Seniors	3	20	23	1
Juniors	-	8	8	1
Sophomores	-	6	6	-
Freshmen	<u>-</u>	<u>2</u>	<u>2</u>	<u>1</u>
	<u>3</u>	<u>36</u>	<u>39</u>	<u>3</u>
	700	892	1592	1524
Later afternoon and evening				91*
				1615
<u>Graduate Students</u>				
Full-time	43	8	51	44
Part-time	<u>61</u>	<u>21</u>	<u>82</u>	<u>52</u>
	<u>104</u>	<u>29</u>	<u>133</u>	<u>96</u>
Total On-campus Students	804	921	1725	1711
Extension **	-	-	-	-
TOTAL ON-CAMPUS - COLLEGE	804	921	1725	1711
McMurry Laboratory School	121	116	237	228

*Of the 91 enrolled in late afternoon and evening classes, 8 are duplicates or students enrolled in more than one class.

** Extension classes organized in February or March will extend into May or June and will be reported with the spring quarter enrollment.

PROCEEDINGS

Enrollment - Full-time Equivalent on Basis of Fee Payments

(Does not include those who withdrew, receiving full refunds.)

	Men		Women		Total		One Year Ago
On-Campus	Indivi- duals	Full-time equivalent	Indivi- duals	Full-time equivalent	Indivi- duals	Full-time equivalent	
Graduates	104	71 7/9	29	17 2/9	133	89	No record
Under- graduates	694	692 2/9	888	870 3/9	1582	1562 5/9	
TOTAL	798	764	917	887 5/9	1715	1651 5/9	

Total Extension - full-time equivalent *

88 3/4

* Extension classes organized in February or March will extend into May or June and will be reported with the spring quarter enrollment.

	1952-1953		1953
	Winter Quarter	Spring Quarter	
Teachers College Scholarships	599	600	

(These scholarships are for undergraduate students)

Military Scholarships

Graduate and part-time	48	77
Undergraduate	85	101
	133	178

Enrollment, Spring Quarter, 1953

	Men	Women	Total	Total One Year Ago
<u>Undergraduates - full time (daytime students)</u>				
Post Graduates	1	1	2	5
Seniors	138	191	329	375
Juniors	120	161	281	286
Sophomores	174	187	361	309
Freshmen	206	291	497	456
Total full time undergrads.	639	831	1470	1431

Undergraduates - part time (eve. and Sat.)

Post Graduates	2	2	4	-
Seniors	5	39	44	4
Juniors	3	34	37	2
Sophomores	1	13	14	1
Freshmen	1	8	9	-
Total part time undergrads.	12	96	108	7
Total Undergraduates	651	927	1578	1438

TEACHERS COLLEGE BOARD

Enrollment, Spring Quarter, 1953 (Continued)

	<u>Men</u>	<u>Women</u>	<u>Total</u>	<u>Total One Year Ago</u>
<u>Graduate Students - full time</u>				
Daytime	46	12	58	
Eve. and Sat.	<u>5</u>	<u>0</u>	<u>5</u>	
Total full time grads.	51	12	63	55
<u>Graduate Students - part time</u>				
Daytime	4	1	5	
Eve. and Sat.	<u>117</u>	<u>66</u>	<u>183</u>	
Total part time grads.	<u>121</u>	<u>67</u>	<u>188</u>	<u>109</u>
Total Graduate Students	<u>172</u>	<u>79</u>	<u>251</u>	<u>164</u>
<u>Total On-Campus Students</u>	823	1006	1829 *	1602 #
*including evening and Saturday classes				
#not including evening and Saturday classes - see below for comparison				
Total on-campus daytime	689	844	1533	1602
Total on-campus eve. & Sat.	<u>134</u>	<u>162</u>	<u>296</u>	<u>86</u>
TOTAL ON-CAMPUS STUDENTS	823	1006	1829	1688
Extension	<u>24</u>	<u>207</u>	<u>231</u>	<u>256</u>
TOTAL COLLEGE (individuals)	847	1213	2060	1944

Full Time Equivalent

On-Campus

Undergraduate total	1516 1/9	1458
Graduate total	<u>151 7/9</u>	<u>116</u>

On-Campus equivalent total 1667 8/9 1574

Extension (57 3/4) 120 17/30** 65

TOTAL FULL TIME

EQUIVALENT (1725 23/36) 1788 41/90** 1639

	<u>Boys</u>	<u>Girls</u>	<u>Total</u>	<u>One Yr. Ago</u>
McMurry Laboratory School	121	116	237	225

**computed on basis of fee payments. For comparison with last year, use figures in parentheses.

PROCEEDINGS

Courses offered by extension - Autumn, 1952-1953

		<u>Undergraduate</u>		
<u>Course</u>	<u>City</u>	<u>Men</u>	<u>Women</u>	<u>Total</u>
Biological Science 401	Rockford	2	18	20
Education 300-301	Ottawa	—	32	32
Education 300-301	Rockford	2	24	26
Education 341-343	Yorkville	2	44	46
Education 401	Rockford	2	5	7
Education 406	Freeport	2	31	33
English 351-353	Downers Grove	2	34	36
Physical Science 449	Princeton	1	24	25
Social Science 240	Sterling	4	38	42
Speech 319-E	Mt. Carroll	<u>—</u>	<u>40</u>	<u>40</u>
Total, Undergraduate extension		17	290	307

Graduate Courses

Education 551	Joliet	<u>10</u>	<u>13</u>	<u>23</u>
Total, Graduate Extension		<u>10</u>	<u>13</u>	<u>23</u>
Total, Extension for Autumn, 1952-1953.		27	303	330

Courses offered by extension - Spring, 1953

		<u>Undergraduate</u>		
Education 200	Dixon	4	38	42
Education 416	Downers Grove	3	33	36
Education 466	Yorkville	—	29	29
English 220A - 220B	Morrison	2	35	37
Mathematics 300	Rockford	—	17	17
Speech 319-E	Rockford	<u>—</u>	<u>32</u>	<u>32</u>
Total, Undergraduate extension		9	184	193

Graduate

Business Education 521	Joliet	6	19	25
Education 541	LaSalle	<u>9</u>	<u>4</u>	<u>13</u>
Total, Graduate extension		<u>15</u>	<u>23</u>	<u>38</u>
Total, Extension for Spring, 1953		24	207	231
Total, Extension for 1952-1953		51	510	561

TEACHERS COLLEGE BOARD

Class Enrollments (Large) for the Autumn Quarter, 1952-1953

	<u>Number of Classes</u>
<u>UNDERGRADUATE</u>	
Classes numbering 51 and over	6
40 to 50	42
<u>UNDERGRADUATE AND GRADUATE</u>	
Classes numbering 40 to 50	1
" 30 - 49	2
<u>GRADUATE</u>	
Classes numbering 50 or over	1
" 40 - 49	1
" 30 - 39	1
" 20 - 29	2

Autumn Quarter, 1952

Classes with fewer than 10 students

Undergraduate

<u>Department</u>	<u>Course Number</u>	<u>Number of Students</u>	
Business Education	300	9	New, department
"	320	7	"
English	272	9	
"	295	8	
Fine Arts	351	6	
Foreign Language	260	9	Few advanced
"	450	6	foreign language
			students
Home Economics	443	7	Course preceding
"	444	6	444 limited because
			living in House is
			limited to 6
Industrial Arts	220	6	
"	301	5	
"	310	7	
"	360	3	
Mathematics	120	9	
"	222	7	
"	322	6	
Music	110	9	
"	200	5	
"	300	5	
"	346	5	

PROCEEDINGS

Undergraduate (Continued)

<u>Department</u>	<u>Course Number</u>	<u>Number of Students</u>
Phys. Educ. for Women	443	6
"	462	7
Speech	230	8
"	345	5
"	310	5

Undergraduate and Graduate

Business Education	412	7	New department
"	430	9	"
Education	466	6	Specialized
"	482	6	course in reading
Mathematics	405	7	
Physical Science	420	7	
"	499	7	
"	470	7	
Speech	430	6	

Graduate

English	507	9
"	512 - B	7
"	580	6

Classes with fewer than 5 students

Undergraduate

Industrial Arts	360	3	
Music	336	3	Piano Ensemble
"	436	4	"
Physical Science	380	3	

Undergraduate and Graduate

Physical Science	400	4
------------------	-----	---

Graduate

Biological Science	515	3	
English	561	4	
Mathematics	515	4	
"	540	1	
Physical Science	500	3	
"	505	1	
"	535	1	
"	560	3	Individual Lab Study

TEACHERS COLLEGE BOARD

IV. THE ORGANIZATION

a) Reports of Accrediting Committees

At the March 23, 1953 Board meeting in Springfield, members of the Board were given a copy of the written report that we had received from the American Association of Colleges for Teacher Education visitation committee which was on the campus November 3-4, 1952. This report is quite similar in content to one that we received early in March from the North Central Association of Colleges and Secondary Schools.

Representatives of the North Central Association visited Northern on November 3-4 in response to our request that Northern be accredited for graduate work on the master's degree level. A copy of this report is being mailed with this board report. One problem as pointed out by North Central has been presented to the Board by way of a letter dated March 31 which indicated that the college needs a complete reorganization of its administrative procedures. In that letter I asked for cooperation of the Board during the reorganization of the administrative practices and procedures here at Northern and while we adjust to the suggestions of the North Central to strengthen the college. The North Central Association will revisit us within two years to see if their suggestions have been placed in operation.

b) "Purpose" of Northern

At the meeting of the heads of departments and the members of the college Curriculum Committee on January 8, 1953, the following motion was passed. Board members will be interested to notice how this fits in with suggestions made by the visiting committees.

"That this college should not seek to perform other functions, for the present, than the education of teachers for the public schools except that it should continue to offer a program in general education and pre-professional work which should include only courses offered in the teacher-education curricula."

V. THE CURRICULUM

a) Extension Centers

At the June 23, 1952 meeting of the Teachers College Board, the college presented evidence of the need for centers in which both undergraduate and graduate work

PROCEEDINGS

may be offered by extension. At that time we were conducting research in various areas to ascertain the need for extension work and the availability of adequate facilities. The result is that we should like the following additional places approved as centers in which courses may be offered for graduate credit: Thornton Junior College, Thornton, Illinois; LaGrange Junior College, LaGrange; and Waukegan Township High School, Waukegan.

Thornton Junior College is accessible to many teachers in the southern part of the Cook County area, LaGrange Junior College can serve many teachers and school districts west and southwest of Chicago, and the Waukegan Township High School can provide for those in the northern area. Each of these three places is heartily approved for graduate offerings by the administrators and teachers of its area.

We should also like approval of the St. Charles School for Boys as a place in which Social Science 491 -- Materials and Problems of Elementary School Instruction -- may be offered during the summer of 1953 for graduate as well as undergraduate credit. This course, which deals with methods and materials in the social studies is being offered at the specific request of the superintendent of the school as a part of the complete reorganization program of their social studies curriculum. It is designed specifically to aid the teachers at the boys' school in building a series of units peculiarly adapted to their needs.

b) Additions to Faculty List for Graduate Teaching in the Department Education

Dr. Bertha M. Bellis, Professor of Education

Dr. Bellis received all three of her degrees from Northwestern University: A.B., A.M., and Ph.D. She has been a member of our McMurry Laboratory School faculty since 1920 and has taught college classes during summer sessions and in extension.

Dr. Eleanor Anglin, Associate Professor of Education

Dr. Anglin holds two degrees - B.S. and M.A. - granted by the University of Pennsylvania and one - the Ph.D. - granted by Cornell University. She is widely experienced in elementary school and college teaching. Currently, she is a member of our McMurry Laboratory School faculty.

TEACHERS COLLEGE BOARD

VI. BUILDINGS AND GROUNDS

With the critical need for teachers and the fact that hundreds of prospective teachers are not coming to Northern because of lack of housing, I should like to suggest that just as soon as possible, additional dormitories be erected to house our students.

It is believed that our physical plant, by operating more hours per day and in view of the fact we have a few additional rooms for classroom purposes, could possibly care for another 374 students, should a self liquidating building be erected for women, following the plan of Gilbert Hall.

VII. AUXILIARY ENTERPRISES

Teachers College Income Fund January 1 - March 31, 1953

RECEIPTS

Balance, January 1, 1953	\$ 5,310.12
Barracks - rental	<u>6,418.49</u>
Total	\$11,728.61

EXPENDITURES

Personal Services	
Salaries	1,187.50
Contractual Services	
Telephone and telegraph	9.30
Freight, express, drayage	410.49
Gas and electricity	3,707.48
Miscellaneous utility service	133.36
Waste removal, cleaning, and exterminating service	50.12
Office expense	
Miscellaneous professional and technical services	1,770.95
Commodities	
Structural and maintenance materials	207.58
Household and cleaning supplies	<u>57.53</u>
Total expenditures	<u>7,534.31</u>
Balance - receipts over expenditures	\$ 4,194.30

PROCEEDINGS

Teachers College Board Bond Revenue Fund Cafeteria

Balance Sheet as of December 31, 1952

ASSETS

Current Assets:

Cash - Construction Fund	
Cash - T. C. Board Revenue Fund.....	\$19,905.69
Cash - Treasurer Clearing Account.....	5,319.77
Cash - Operation and Maintenance Fund.....	8,238.39
Cash - Interest and Sinking Fund.....	4,202.93
Cash - Depreciation Fund.....	2,424.45
Cash - Reserve Fund.....	<u>2,714.55</u>
Total - Cash balance	\$48,805.78
Food inventory - Cafeteria.....	2,732.45
Food inventory - Tea Room	1,591.18
Accounts Receivable - Cafeteria	487.00
Accounts Receivable - Tea Room	<u>260.00</u>
TOTAL - CURRENT ASSETS	\$53,876.41

Prepaid Expenses

Prepaid insurance.....	506.91
------------------------	--------

Fixed Assets

Building and Equipment	50,851.60
Office Furniture and Fixtures	316.62
Household Furniture and Fixtures	9,893.79
Equipment not otherwise classified	606.00
Equipment - Tea Room	—
Equipment - Cafeteria	<u>—</u>
TOTAL - FIXED ASSETS	<u>61,668.01</u>
TOTAL ASSETS.....	\$116,051.33

LIABILITIES AND SURPLUS

Current Liabilities

Reserve for bond int. and retirement.....	840.52
Accounts Payable - Food - Cafeteria	1,964.18
Accounts Payable - Food - Tea Room	<u>1,416.42</u>
Total - current liabilities	\$4,221.12

Deferred Income

Student fees	764.00
--------------------	--------

Funded Debt

Bonds Payable	42,000.00
---------------------	-----------

TEACHERS COLLEGE BOARD

Teachers College Board Bond Revenue Fund (Continued) Cafeteria (Continued) Balance Sheet as of December 31, 1952

LIABILITIES AND SURPLUS (Continued)

Surplus

Earned surplus	61,133.59
Capital surplus	<u>7,932.62</u>
Total - surplus	<u>69,066.21</u>

TOTAL LIABILITIES AND SURPLUS..... \$116,051.33

Men's Residence Hall Balance Sheet as of December 31, 1952

ASSETS

Current Assets

Cash - Clearing account	\$ 66,727.00
Cash - Bond Revenue Fund	87,308.07
Cash - Construction Fund	116,283.82
Cash - Operation and Maintenance Fund	24,171.20
Cash - Interest and Sinking Fund	31,087.75
Cash - Reserve Fund	14,000.00
Cash - Depreciation Fund	<u>14,000.00</u>

Total - cash balances

\$353,577.84

Inventory - operation & Maint. - Adams.....

1,518.49

Inventory - operation & Maint. - Williston ...

2,691.60

Inventory - operation & Maint. - Gilbert

3,403.97

Total - Current Assets

\$361,191.90

Prepaid Expenses

Prepaid bond expense.....

24,600.00

Prepaid Insurance

3,244.16

Total Prepaid Expenses

27,844.16

Fixed Assets

Permanent Improvements - Gilbert Hall

1,024,669.18

Permanent Improvements - Williston Hall

62,263.84

Permanent Improvements - Adams Hall

24,689.28

Household Furniture & Equipment - Adams ...

2,064.85

Household Furniture & Equipment - Williston..

1,874.93

Household Furniture & Equipment - Gilbert...

39,152.50

Total Fixed Assets

1,154,714.58

TOTAL ASSETS.....

\$1,543,750.64

PROCEEDINGS

LIABILITIES AND SURPLUS

Current Liabilities

Accounts Payable - Food	13,805.87	
Reserve for Bond Interest & Retirement.....	8,471.00	
Deferred Income - Williston	26,869.00	
Deferred Income - Adams.....	15,676.00	
Deferred Income - Gilbert	<u>27,248.89</u>	
Total Current Liabilities		92,070.76

Funded Debt

Bonds Payable	1,350,000.00
---------------------	--------------

Surplus

Earned Surplus	95,279.88	
Capital Surplus	<u>6,400.00</u>	
Total - Surplus.....		<u>101,679.88</u>
TOTAL LIABILITIES AND SURPLUS.....		\$1,543,750.64

Cafeteria - Tea Room Profit and Loss Statement October 1 - December 31, 1952

Sales.....	\$27,594.71	
Less: Cost of goods sold	<u>12,504.10</u>	
Gross profit on sales.....		\$15,090.61

Expenses (operating)

Personal Services.....	10,981.08	
Contractual Services	104.69	
Office Expenses.....	63.36	
Other Commodities	<u>945.65</u>	
		<u>13,036.78</u>

Net profit on operations		\$2,053.83
--------------------------------	--	------------

Other Income

Student fees	1,332.00	
Other Expense (Interest)	<u>369.00</u>	<u>963.00</u>

Net profit for period - October 1 - December 31, 1952		\$3,016.83
---	--	------------

TEACHERS COLLEGE BOARD

Teachers College Bond Revenue Fund Men's Residence Hall Profit and Loss Statement

Income

Food sales	110,544.61	
Less: Cost of goods sold	<u>46,942.71</u>	
		63,601.90
Room rental income		<u>43,857.00</u>
Gross profit on food sales and room rentals		\$ 107,458.90

Expenses (operating)

Personal Services	30,974.07	
Other Commodities	5,667.00	
Contractual Services	3,651.32	
Office Expense	<u>645.00</u>	
		<u>40,937.39</u>
Net profit on operations		\$ 66,521.51

Financial Expense

Amortization of bond issue expenses	150.00	
Interest expense	<u>18,000.00</u>	
		<u>18,150.00</u>
Net profit - October 1 - December 31, 1952		\$ 48,371.51

VIII. STUDENT LIFE

a) Newspaper Honors

The "Northern Illinois," student newspaper, was ranked in the first place division by the Columbia Scholastic Press Association in its contest for teachers college publications.

b) Forensic Honors

Board members will be interested in the brief summary of Northern's forensic activities:

	<u>Northern Placed</u>
Discussion contest at Normal	Second
Debate contest at Normal	Second
Purdue University Invitational Tournament for Novice Debaters	Tied for second
Varsity debaters at Eastern	Second
Illinois Intercollegiate Extemporaneous Speaking Contest for Women	First
Extemporaneous Contest for Men	Second

PROCEEDINGS

Extemporaneous Contest (oratorical) for Men
Invitational Intercollegiate Forensic Meet
at Northern
Delta Sigma Rho Invitational Forensic
Tournament at Madison

Northern Placed

Third
Second (rated superior in discussion)
Won all 8 debates
(Negative team
won all but one debate)

IX. MISCELLANEOUS

a) Educational Television

Educational television is still in the forefront so far as modern education is concerned. Up to the present time we have been unable to achieve a great deal of progress in actually locating a station here on the campus. UHF Channel 67 has been assigned to the college and we hope that we may be able to make use of this channel, for it is needed educationally in this area. It is our understanding that a resolution is being presented to our Legislature asking for an extension of two years of the expiration date - from July, 1953 to July, 1955 for all educational television channels.

b) Legislators' Dinner Meeting

Following the informal suggestion of Board members, Mr. Chauncey Watson invited the legislators of the northern part of the state to a dinner meeting in Springfield on Monday, March 30. Following the dinner, an explanation was given the 48 legislators who attended, of the problems of supplying teachers for the northern part of the state. Briefly, if Northern Illinois State Teachers College had the facilities as to dormitories, classrooms, and laboratories, enrollment would be much greater than it is at the present time. We are continually finding that students do not come to Northern because of lack of housing. It is difficult, with the great shortage of teachers, to face the fact that we could have many more students if we had the physical plant to accommodate young people wishing to enter the teaching profession.

c) Field Camping

The State of Michigan has offered Northern five scholarships totalling \$300 for faculty members to attend a workshop in Michigan to be held June 7 - 13. This amount will be divided among the five who plan to attend. Topics for discussion will include the following:

TEACHERS COLLEGE BOARD

An over-all view of a functional camp organization
Campers' part in camping education - work responsibilities

Staff preparation and motivation

Student teachers in camping education

Financing educational camping

Outdoor education and the teachers college

What subject matter courses to teach

The above mentioned workshop and the topics for discussion will be greatly beneficial to our staff members who are working and planning on the Lorado Taft Field Campus project.

d) Library Circulation Statistics

Board members will be interested in the following table of circulation statistics for January, 1953 - in the new library:

Date	Two-week Books & Bound Periodicals	Overnight and Daily Reserves	Pamphlets and Unbound Periodicals
January, 1953	5797 - 36% increase over 1952	3347* - 6% decrease over 1952	1200 - 173% increase over 1952
January, 1952	4262 - 31% increase over 1951	3577 - 8% decrease over 1951	439 - 12% decrease over 1951
January, 1951	3238		497

* Probably this decrease is due to the fact that books were being put on reserve during the entire month because of the library moving at the beginning of the winter quarter.

The closed stacks mean that a librarian or student assistant must get each book and periodical from the stacks and a charge is made. Heretofore, students used books and periodicals in the stacks and no charge was needed unless the student wanted to take the book or periodical from the library. Librarians recently completed an inventory of all books and periodicals and from now on, will be able to keep an accurate record of all books lost and/or misplaced which was not possible up to the present time. With closed stacks, this will be possible.

X. SUMMARY

Approval is requested on the following:

1. Approval of extension centers for graduate credit as listed.

PROCEEDINGS

2. Approval to offer an extension course at the St. Charles School for Boys for the summer of 1953 as indicated.
3. Approval of faculty to teach graduate courses as listed.

Respectfully submitted,

LESLIE A. HOLMES, President

SUPPLEMENTAL REPORT OF THE NORTHERN ILLINOIS STATE TEACHERS COLLEGE

To be presented at the meeting of the
Teachers College Board at Charleston,
April 20, 1953

To the Chairman and Members of the Teachers College Board:

Gentlemen:

I have the honor to submit the following Supplemental Report:-

1. We would like to add to Contract No. 67761, Boom Electric and Amplifier Company, Inc., (installation of Broadcasting, Sound Motion Picture and Intercommunication System, Library), several projects which will provide a portable monitoring amplifier and loudspeaker; an additional intercommunication master station to be installed in the Audio-Visual Office; change the cable pair count from 26 pair to BUA-51 pair in the run from the control room to the Library building basement mechanical room to provide for additional intercom stations and ample spare pairs for future use; increase the rack mounted jack field to provide additional combinations of Audio circuits from the Audio Console to enable future expansion of facilities; change the routing of the connecting lines to Williston Hall from existing underground ducts to Library Building to a new route via the existing tunnel. This new route will require conduit protection from the Library Building basement terminal box to the tunnel entrance and on the installed messenger cable to Williston Hall. A new underground duct connection from Williston Hall to the service tunnel is required to carry these cables into Williston Hall.

The Associate Architect, at our request, secured the proposal from the Contractor and agrees with us that the above additions are highly desirable, (before the installation of equipment is completed) and will greatly increase the flexibility, useful-

TEACHERS COLLEGE BOARD

ness, and future expansion possibilities of these facilities at nominal cost.

We have secured a proposal of \$1,823.00 from Boom Electric Company, which the Associate Architect states is fair and reasonable and he, therefore, recommends its acceptance.

2. We also wish to report that our Advisory Committee has approved the installation of drapes for the two clerestory windows in the Circulation Room of the Library, at a cost of \$830.00, which will be an addition to Contract No. 67227, Globe Furniture and Stationary Company. We requested a quotation for the above because we found, after moving into the building, that when the sun shines through the windows the rays are reflected off the marble walls in such a manner that the people working behind the Circulation Desk are constantly being blinded.

The above two projects should be paid for from our appropriation for the Construction of the Library Building, providing Governor Stratton will approve the release of money from the unallotted balance in the appropriation. At the present time we have available, in the release we do have, only \$1,470.00 in Requisition P.S. 47 and \$438.00 in the Requisition P.I. 45.

Governor Stevenson did release \$225,000.00 for the Purchase of books and equipment, at which time we were of the opinion that the amount would be sufficient to meet our needs for books and equipment, for it was not intended to use this release for additions to contracts. However, from time to time, at the request of the Board Office, we have devoted various sums from this release for additions to the contracts as well as awarding new contracts.

From this release, \$225,000.00, both the contracts with Remington Rand, for library furniture, and with Mandel Brothers, for fixed furniture, in the amount of \$85,410.00, had to be taken.

Other items charged to the release of \$225,000.00 have been as follows:-

Broadcasting and Intercommunications Equipment	\$ 58,141.00
Plans and specifications for above contract	2,500.00
An addition to the Library Exterior Lighting Cont.	3,308.00
Landscaping plans & alterations to Landscaping plans	576.66
Additions to the Cont. for Draperies & Venetian blinds	190.58
Additions to the contract for hardware & draperies	<u>224.75</u>
The above items, all payable out of the \$225,000. total	\$ 64,800.99

3. On April 14 the Division of Architecture and Engineering opened bids for the relocation and repair of driveways and side-

PROCEEDINGS

walks in the Heating Plant area, payable from the appropriation "Addition to Power Plant", including utilities, distribution system and service tunnels, S.B. 764, reappropriated from H.B. 516. This project was approved by the Board February 23, 1953. There is a balance of \$14,943.07 in the above appropriation.

The low bid on the above project was \$10,812.29, being presented by the Eric Bolander Construction Company, Libertyville, Illinois. We, therefore, recommend acceptance of this bid.

Respectfully submitted,

LESLIE A. HOLMES, Prsident

MINUTES OF MEETING OF THE TEACHERS COLLEGE BOARD Eastern Illinois State College Charleston, Illinois April 20, 1953

The Teachers College Board and the college Presidents convened at 9:00 A.M. Monday, April 20, 1953, in the Library Building of Eastern Illinois State College, Charleston, Illinois. Lewis M. Walker, Chairman of the Board, presided.

Chairman Walker called the meeting to order, roll was called, and the following members voted present:

Mr. Lewis M. Walker, Chairman

Mr. R. A. Stipes, Jr. Vice-Chairman

Mr. Carl Dunbar

Dr. William C. Reavis

Mr. Walter Fredenhagen

Mr. Clarence Ropp

Dr. Vernon L. Nickell

Dr. Lester O. Schriver

Mr. Alexander Summers

The following members were absent:

Mr. Morton H. Hollingsworth Mr. Chauncey B. Watson, Sr.

Also present were the following:

Dr. Robert G. Buzzard, President

Mr. Raymond R. Gregg, Business Manager
Eastern Illinois State College

TEACHERS COLLEGE BOARD

Dr. R. W. Fairchild, President
Mr. Preston M. Ensign, Business Manager
Illinois State Normal University

Dr. F. A. Beu, President
Mr. J. M. Grigsby, Business Manager
Western Illinois State College

Dr. Leslie A. Holmes, President
Mr. Emil A. Anderson, Business Manager
Northern Illinois State Teachers College

Dr. Richard G. Browne, Executive Officer
Mr. Chas. G. Lanphier, Secretary
Teachers College Board - Central Office
Springfield, Illinois

Chairman Walker first advised that Mr. Watson is in the hospital in Chicago. He will get out in a day or two.

Chairman Walker next expressed his sincere gratitude to all for their letters, cards, and other expressions of deep concern during his recent illness, particularly Mr. Stipes for keeping him informed on the progress of matters relative the operations of the Teachers Colleges.

He also expressed his especial gratefulness to Mr. Stipes and Dr. Browne for their efforts in the fine presentation of the budget to the Budgetary Commission.

The first matter of business before the Board was the approval of the minutes of the meeting of March 16, 1953.

There being no corrections to said minutes, Mr. Nickell moved that the minutes of the meeting of March 16, 1953, be approved as submitted. The motion was seconded by Mr. Ropp, and unanimously carried.

Chairman Walker called for an executive meeting for a few minutes.

After a few brief moments Dr. Browne and Miss Coleman were asked to return to the meeting following which Mr. Nickell moved that the salaries for the Central Office staff as listed in Part Three of Dr. Browne's Report No. 17 be approved with the exception of Dr. Browne's own salary which will become \$11,000.00 a year, alleffective July 1, 1953, and that Dr. Browne be given permission to move back to Normal and settle his expenses as proposed. The motion was seconded by Mr. Summers, the roll was called and the vote was as follows:

PROCEEDINGS

Mr. Dunbar	Yea	Mr. Ropp	Yea
Mr. Fredenhagen	Yea	Mr. Schriver	Yea
Mr. Hollingsworth	Absent	Mr. Stipes	Yea
Mr. Nickell	Yea	Mr. Summers	Yea
Dr. Reavis	Yea	Mr. Walker	Yea
Mr. Watson		Absent	

The motion was unanimously carried.

Each President was then called in, individually, and advised that the Salary Schedule and Personnel Committee had a meeting and had decided to pass the matter of salaries over to the May meeting of the Board. In the interim each President was to meet with his respective Advisory Committee and Dr. Browne in an attempt to iron out some of the apparent salary inequalities existing between the four schools.

Each President was also advised that the Board had decided to place a salary limit on certain positions as follows:

Deans of the Colleges	\$9,600.00
Business Managers	8,400.00
Publicity or Public	
Relations Director	8,100.00

It was also understood that no faculty member's salary for 12 months is ever to exceed the maximum set for the Deans.

While Dr. Fairchild was before the Board Mr. Summers reported that the Building Committee had looked over the plans for the Laboratory School at Normal and recommended that the Board approve the drawing of plans based on revised specifications dated April 17, 1953, as submitted by the architects to Dr. Fairchild. The architects fees would be based on \$1,900,000.00 allotted for this building. The motion was seconded by Mr. Ropp and unanimously carried.

Mr. Stipes said that he was very troubled about a news story that came out concerning the discontinuance of the summer session at I.S.N.U. and the reasons therefor. Dr. Fairchild was asked to comment inasmuch as some Board members felt that the statement made was unfortunate in that the action did not have the approval of the Board and that it placed the Board in an awkward and embarrassing position in the eyes of the Legislature and the Budgetary Commission.

Dr. Fairchild explained that he was responsible for the statement and that it was not intended to embarrass anyone but was merely a statement of fact.

TEACHERS COLLEGE BOARD

While Dr. Holmes was before the Board he was advised that the additional funds he was seeking for the purchase of books from the balance remaining in the money appropriated for the Library were not going to be released. Mr. Stipes suggested that Northern use the \$21,000.00 remaining in their line item for equipment for the purchase of these books if they do not have any more urgent use for this money.

The Board also took some time to scan the report on Northern of The Commission on Colleges and Universities of the North Central Association of Colleges and Secondary Schools with Dr. Holmes and to hear Dr. Holmes' comments regarding this report. It was recommended that Dr. Holmes should make such changes as are necessary, and, if Dr. Reavis would be willing, that he assist Northern to comply with the suggestions made in this report.

Following this the other Presidents and Business Managers were asked to return to the meeting.

REPORTS OF OFFICERS OF THE BOARD

Mr. Stipes asked for a moment to report on two items of insurance that had been discussed yesterday. He advised that the Presidents had shown a lack of interest in the hospitalization and surgical insurance. However, in discussing the burglary insurance that the Board intends to purchase it was felt that an agreement had been reached.

Dr. Browne presented his Report No. 17 as Executive Officer and Educational Coordinator together with Supplement which was comprised of five parts, namely, Part One. The Biennial Budget - 1953-55; Part Two - Compensation for Injuries; Part Three. Central Office Staff and Salaries for 1953-54; Part Four. Quarterly Reports of the Presidents; and Part Five. Pending and Proposed Legislation.

With regard to the Rehabilitation and Modernization appropriation Dr. Browne stated that Western had graciously said that they would need only \$45,000.00 and that the balance could be equally divided between the three other schools but could be re-allocated by the Board. He further stated that Mr. Stipes and he had called on Mr. Hollingsworth and Mr. Leth in an attempt to get more money for rehabilitation but that their effort had been fruitless.

With regard to the last two paragraphs in Part Five of Dr. Browne's report, Dr. Browne was authorized to talk to Mr. Hollingsworth and get the approval of the Department of Finance

PROCEEDINGS

for the introduction of these contemplated bills and make further report at the next Board meeting.

Dr. Browne next advised that he had received a proposed agreement with the International Union of Operating Engineers together with a letter from Donald E. Dickason in which he recommends approval of the agreement.

The Board did not favor the approval of this agreement at this time.

Mr. Stipes advised that Mr. Lanphier had been presented with an agreement from the Division of Architecture and Engineering whereby the Teachers College Board would pay to the Division of Architecture and Engineering a sum of \$124,000.00, which is 4% of our proposed capital improvement appropriation, for architectural services for the biennium. The board declined to sign this agreement, therefore, the Division of Architecture and Engineering will remove our name from their list of agencies they will look after in the coming biennium, which is satisfactory to the Board.

Mr. Stipes also advised that the Division of Architecture and Engineering will complete the plans for the Laboratory School at Northern. We will not, however, get any rebate on the \$142,000.00 appropriated to the Division of Architecture and Engineering for the preparation of these plans.

Mr. Dunbar moved that Dr. Browne's Report No. 17 be approved. The motion was seconded by Mr. Ropp, the roll was called and the vote was as follows:

Mr. Dunbar	Yea	Mr. Ropp	Yea
Mr. Fredenhagen	Yea	Mr. Schriver	Yea
Mr. Hollingsworth	Absent	Mr. Stipes	Yea
Mr. Nickell	Yea	Mr. Summers	Absent
Dr. Reavis	Yea	Mr. Walker	Yea
Mr. Watson	Absent		

The motion was unanimously carried.

Mr. Stipes made a report on the conference held on April 19, concerning Eastern's Laboratory School in which members of the Board, President Buzzard, Eastern's Faculty Committee and later representatives of the local school system participated. Considerable progress was made toward a better understanding of the problem at hand, and much groundwork was laid toward a closer working relationship between the college and the local school system. It was recommended that a committee

TEACHERS COLLEGE BOARD

be appointed, five from the college group and five from the city group, to see if some solution could be reached.

Mr. Stipes commented that he was amazed at the number of small classes that still exist and expressed the desire that the administrators will keep working toward a reduction in the number of these classes.

QUARTERLY REPORTS OF PRESIDENTS

Inasmuch as the Board previously decided to withhold action on personnel, Dr. Buzzard was asked to start his report on page 16. Dr. Buzzard was also asked to send a copy of the report of inspection by the North Central Association of Colleges and Secondary Schools to all Board members.

Since there was nothing controversial about the report, Mr. Schriver moved that items 15, 16, 17, and 18 in the Summary be approved and that the Advisory Committee be empowered to act on items 15 and 16. The motion was seconded by Dr. Reavis, the roll was called and the vote was as follows:

Mr. Dunbar	Yea	Mr. Ropp	Yea
Mr. Fredenhagen	Yea	Mr. Schriver	Yea
Mr. Hollingsworth	Absent	Mr. Stipes	Yea
Mr. Nickell	Yea	Mr. Summers	Absent
Dr. Reavis	Yea	Mr. Walker	Yea
	Mr. Watson	Absent	

The motion was unanimously carried.

Dr. Fairchild started his report on page 22. He spoke to the matter of the Student Union Building and asked that this matter be placed on the agenda for the next meeting.

Dr. Fairchild also presented a Supplement listing items on which bids were received and tabulated.

Following considerable discussion Mr. Dunbar moved that we digress from our usual procedure, of accepting the low bid, and on item 1. in the Supplement accept the bid of the Otis Elevator Company in the amount of \$24,220.00 because of the difference in quality and the opportunity for service. The motion was seconded by Mr. Nickell, the roll was called and vote was as follows:

Mr. Dunbar	Yea	Mr. Ropp	Yea
Mr. Fredenhagen	Yea	Mr. Schriver	Yea
Mr. Hollingsworth	Absent	Mr. Stipes	Yea
Mr. Nickell	Yea	Mr. Summers	Absent
Dr. Reavis	Yea	Mr. Walker	Yea
	Mr. Watson	Absent	

PROCEEDINGS

The motion was unanimously carried.

Following more discussion Mr. Schriver moved that we approve provisionally all of item 2. in the Supplement contingent upon Normal's ability to find sufficient money. The motion was seconded by Mr. Ropp, the roll was called and the vote was as follows:

Mr. Dunbar	Yea	Mr. Ropp	Yea
Mr. Fredenhagen	Yea	Mr. Schriver	Yea
Mr. Hollingsworth	Absent	Mr. Stipes	Yea
Mr. Nickell	Yea	Mr. Summers	Absent
Dr. Reavis	Yea	Mr. Walker	Yea
Mr. Watson	Absent		

The motion was unanimously carried.

Following more discussion Mr. Ropp moved that we accept the recommended low bids on items 3. and 5. in the Supplement. The motion was seconded by Dr. Reavis, the roll was called and the vote was as follows:

Mr. Dunbar	Yea	Mr. Ropp	Yea
Mr. Fredenhagen	Yea	Mr. Schriver	Yea
Mr. Hollingsworth	Absent	Mr. Stipes	Yea
Mr. Nickell	Yea	Mr. Summers	Absent
Dr. Reavis	Yea	Mr. Walker	Yea
Mr. Watson	Absent		

The motion was unanimously carried.

Dr. Beu started his report with his Supplement in which was listed items on which bids were received and tabulated. He also presented on a separate page tabulation of bids on the purchase of a milling machine.

Following some discussion Mr. Dunbar moved that we accept the low bids on items 1. and 2. in the Supplement and also the low bid on the milling machine. The motion was seconded by Mr. Nickell, the roll was called and the vote was as follows:

Mr. Dunbar	Yea	Mr. Ropp	Yea
Mr. Fredenhagen	Yea	Mr. Schriver	Yea
Mr. Hollingsworth	Absent	Mr. Stipes	Yea
Mr. Nickell	Yea	Mr. Summers	Absent
Dr. Reavis	Yea	Mr. Walker	Yea
Mr. Watson	Absent		

The motion was unanimously carried.

Dr. Holmes started his report on page 26.

Prior to a motion for the acceptance of this report Dr. Reavis moved that the Graduate Committee approve the request for

TEACHERS COLLEGE BOARD

offering courses in extension and the extension centers listed in Dr. Holmes' report, and also approve Dr. Bertha M. Bellis, Dr. Eleanor Anglin, and Dr. Stuart Fink as additions to faculty list for graduate teaching in the Department of Education. The motion was seconded by Mr. Schriver and unanimously carried.

Dr. Reavis then moved that items 21, 22, and 23 in the Summary be approved. The motion was seconded by Mr. Schriver and unanimously carried.

Dr. Holmes also presented a Supplement in which he listed three items on which bids had been received. However, the first two items were to be paid for out of the anticipated release that Northern was seeking from the balance in the Library appropriation, but due to the fact that the request for this release has not been approved by the Board, these two items will have to be deleted from this Supplement.

The third item in the Supplement was a bid of \$10,812.29 for the relocation and repair of driveways and sidewalks in the Heating Plant area, which project had previously been approved by the Board.

Following but little discussion Mr. Nickell moved that we accept the low bid of \$10,812.29 as presented in item 3. of the Supplement. The motion was seconded by Mr. Dunbar, the roll was called and the vote was as follows:

Mr. Dunbar	Yea	Mr. Ropp	Yea
Mr. Fredenhagen	Yea	Mr. Schriver	Yea
Mr. Hollingsworth	Absent	Mr. Stipes	Yea
Mr. Nickell	Yea	Mr. Summers	Absent
Dr. Reavis	Yea	Mr. Walker	Yea
	Mr. Watson	Absent	

The motion was unanimously carried.

Following some discussion Mr. Schriver moved that automatic increases that are given in the first year of the biennium starting July 1, 1953, are the only increases there will be in this biennium for academic and nonacademic employees. The motion was seconded by Mr. Dunbar and unanimously carried.

There being nothing further to bring before the Board Mr. Schriver moved that the meeting stand adjourned until the next scheduled meeting on May 17-18, 1953, at Northern Illinois State Teachers College, DeKalb, Illinois. The motion was seconded by Mr. Dunbar and unanimously carried.

LEWIS M. WALKER, Chairman

CHAS. G. LANPHIER, Secretary

PROCEEDINGS
SUPPLEMENTAL REPORT
EASTERN ILLINOIS STATE COLLEGE
Charleston, Illinois

Presented at DeKalb, Illinois, May 18, 1953, as a supplement to the regular quarterly report at Charleston, April 20, 1953.

I. STUDENTS

A. Graduation at end of Winter Quarter, 1952-53.

1. Harry J. Burgener, Jr., completed the requirements for graduation at the end of the Winter Quarter, March 11, 1953, and is now nearing the completion of Basic Training, Air Force. To qualify for an advanced program Mr. Burgener has need for an actually conferred college degree. His graduation as of March 11, 1953, is recommended.

II. FACULTY

A. Shift of Duty

1. Shift of duty for Dr. Harry L. Metter from Director of Teacher Training and Placement to Director of Teacher Training, effective March 1, 1953.
2. Shift of duty for Dr. William H. Zeigel from Director of Admissions to Director of Teacher Placement and Acting Director of Admissions effective March 1, 1953.
3. Shift of duty for Dr. Albert W. Browne from Assistant Professor and Supervisory Teacher of High School Social Science to Assistant Professor of Geography as substitute for Ruby M. Harris, on leave, at a salary of \$4950 for nine months.

B. Leave of Absence

1. Harriet Love, Assistant Professor and Elementary School Librarian, from February 1, 1953, to August 1, 1953, due to ill health, with regular sick leave and disability privileges.
2. Dorothy M. Hart, A.M., Instructor in Physical Education for Women, sabbatical leave for 1953-54.
3. Lorene Ziegler, A.M., Instructor and Sixth Grade Supervisor, sabbatical leave for 1953-54.
4. Robert C. Waddell, M.S., Instructor in Physics, leave without salary for 1953-54, and sabbatical leave for 1954-55.

TEACHERS COLLEGE BOARD

5. Ruby M. Harris, Associate Professor of Geography, leave without salary for 1953-54 to do research and editorial work.
6. E. Glendon Gabbard, A.M. 2, Assistant Professor of Speech continued leave without salary for 1953-54, to continue graduate study.
7. Carl E. Shull, A.M. 2, Assistant Professor of Art, continued leave without salary for 1953-54, to continue graduate study at Ohio State University.

C. Retirement

1. Ruth Carman, A.M., Assistant Professor of Foreign Language (German), desires voluntary retirement as of June 6, 1953. Miss Carman has been connected with the college since 1914.
2. Howard DeForest Widger, Ph.D., Professor and Head, Department of English, voluntarily requests retirement as of August 8, 1953. Dr. Widger has been connected with Eastern since 1911.

D. Resignations

1. Arvilla Rosa Knuth, A.M., Instructor and Supervisor of Foreign Language, Eastern State High School, since 1949, for travel and study in Europe, effective June 6, 1953.
2. McKenzie W. Buck, Ph.D., Assistant Professor of Speech and Supervisor of the Speech Correction Clinic since June 1951, to join the faculty of the University of Florida, effective June 6, 1953.
3. Henry L. Ewbank, Jr., Ph.D., Assistant Professor of Speech (Forensics), since September 1951, to join the faculty of Purdue University, effective August 8, 1953.
4. Ernest H. Campbell, Ed.D., Associate Professor of Education and Principal, Eastern State High School, to join the faculty of Chico State College, Chico, California, effective August 8, 1953.
5. Robert Rodin, M.D., Associate Professor and College Physician, to join the Medical Staff of the University of Illinois, Champaign, effective not later than August 8, 1953.

E. New Faculty

1. Mrs. Jean S. Johnson, A.M., Faculty Assistant, replacing Harriet Love on disability, effective February 9, 1953, at

PROCEEDINGS

rate of \$12 per day, for remainder of college year and summer.

2. Marise Daves, A.M., as Substitute Instructor in Physical Education for Women, for Dorothy Hart on leave, salary \$4140 for nine months, effective September 1, 1953.
3. P. Scott Smith, Ph.D., as Substitute Assistant Professor of Physics, for Robert C. Waddell on leave 1953-55, for 1953-55, at a salary of \$4950 for nine months, with privilege of the University Retirement System.
4. June Marie Krutza, A.M., M.F.A., as Substitute Assistant Professor in Art, for Carl E. Shull on extended leave, for 1953-54, at a salary of \$4230 for nine months.

F. Addition to Substitute Instructor List for 1952-53.

1. Mrs. Helen Rezatto, A.B., should be added to the list of substitute instructors shown in the Board Report of May 19, 1952.

G. Affiliated Teachers for the Winter Quarter, 1952-53.

The following persons are presented as affiliated teachers for off-campus teaching during the Winter Quarter, 1952-53, and appeared on the payroll as faculty assistants.

<u>Name of Teacher</u>	<u>School</u>	<u>No. of Assign.</u>	<u>Amount</u>
Mrs. Jean Main	Casey	6	\$ 144.
Mrs. Eloise Buffenmeyer	Charleston	3	72.
Mr. Elmer Jamnik	Charleston	3	72.
Mr. Paul Maas	Charleston	7	168.
Mr. Dawn M. Neil	Charleston	3	72.
Mr. Paul Swofford	Charleston	6	144.
Mr. Robert Wrenn	Charleston	2	48.
Miss Eleanor Franklin	Mattoon	1	24.
Mrs. Betty Knapp	Mattoon	1	24.
Miss Jane Lahey	Mattoon	2	48.
Mrs. Carolyn Rockabrand	Mattoon	3	72.
Miss Luella Simmons	Mattoon	2	48.
Mr. William Swearingen	Mattoon	1	24.
Miss Grace Whitesel	Mattoon	3	72.
Mrs. Mary Zimmerman	Mattoon	3	72.
Mrs. Alice Crouch	Shelbyville	3	72.
Miss Bertha Mathias	Shelbyville	3	72.
Total		52	\$1,248.

TEACHERS COLLEGE BOARD

H. Affiliated Teachers for the Spring Quarter, 1953.

The following persons are presented as affiliated teachers for off-campus teaching during the Spring Quarter, 1953, and will appear on the payroll as faculty assistants.

<u>Name of Teacher</u>	<u>School</u>	<u>No. of Assign.</u>	<u>Amount</u>
Mr. Gerald Cox	Decatur	1	\$ 24.
Mr. Elmer Nickel	Decatur	2	48.
Mr. Norton Rosan	Decatur	2	48.
Mr. K. B. Wilson	Decatur	1	24.
Miss Mary Hedrick	Decatur	1	24.
Miss Ida Shapiro	Decatur	1	24.
Miss Eleanor Franklin	Mattoon	2	48.
Miss Luella Simmons	Mattoon	3	72.
Mr. William Swearingen	Mattoon	2	48.
Mrs. Betty Knapp	Mattoon	2	48.
Miss Jane Lahey	Mattoon	2	48.
Mr. Elmer Jamnik	Charleston	5	120.
Mr. Robert Wrenn	Charleston	3	72.
Mrs. Eloise Buffenmeyer	Charleston	3	72.
Mr. Jack Whitson	Charleston	1	24.
Mr. Paul Swofford	Charleston	3	72.
Mr. James Peerman	Charleston	1	24.
Mr. Paul Maas	Charleston	8	192.
Mr. Dawn Neil	Charleston	1	24.
Mr. Russell Ogden	Kansas	4	96.
Miss Mildred Foster	Robinson	2	48.
Mr. Bernard J. Lance	Olney	2	48.
Mr. Vern G. Petty	Olney	1	24.
Mr. William Snodgrass	Olney	<u>1</u>	<u>24.</u>
Total		54	\$ 1,296.

I. PROMOTIONS

1. In faculty rank

a. To Professor from Associate Professor

- (1) Arthur U. Edwards, Ph.D., Principal of Campus Elementary School since 1937.
- (2) E. Elizabeth Michael, Ph.D., Teacher of French since 1930.
- (e) Donald A. Rothschild, Ed.D., Teacher of Psychology since 1934.

PROCEEDINGS

- (4) Ruth Schmalhausen, Ed.D., Teacher of Home Economics since 1937.
- (5) William G. Wood, Ph.D., Teacher of Social Science since 1938.

b. To Associate Professor from Assistant Professor

- (1) Charles Elliott, Ed.D., (to be received in June, 1953, from University of Missouri.)
- (2) Juana deLaban, Ph.D., because of experience and quality of service.
- (3) James Giffin, Ph.D., expected from Northwestern University, August, 1953.

c. To Assistant Professor from Instructor

- (1) Calvin Countryman, A.M., 1, Art
- (2) Walter L. Elmore, A.M. 1, High School Phys.
- (3) Benjamin M. Lewis, A.M. 2, Library
- (4) Lynn E. Trank, M.F.A. 1, Art

2. Promotions to "Block A" of Salary Schedule

- a. Melvin O. Foreman, Ph.D., Associate Professor of Chemistry, with service at Eastern since 1946. Previously on faculty of Kent State University, Kent, Ohio. Doctorate from the University of Chicago. Has demonstrated ability as a superior teacher of chemistry. Keeps abreast of his field through publications and participation in science education activities. Can be depended upon as a committee member and promoter of teaching as a profession. Gives evidence of faculty solidarity and value in guidance work among students.
- b. Kenneth Damann, Ph.D., Associate Professor of Botany, with Bacteriology as special field. In college service since 1947. Unusually scholarly and scientific. Serves city water system as bacteriologist. Summer employment by federal government on Missouri Valley Project. Excellent teacher. Active in Boy Scout work. Regarded as highly dependable by associates. Published articles and reports concerning Missouri Valley water conditions.
- c. Harry E. Peterka, Ph.D., Associate Professor of Zoology since 1947, with degree from the University of Kansas. Regarded as a superior teacher. Active in science-education activities. Particularly valuable in field work. Now in charge of re-survey of fish life in areal streams. Al-

TEACHERS COLLEGE BOARD

ways dependable as a committee member and willing to assume extra duty. Believes in promoting teacher-education. Publications in zoology magazines and nature reports. Previous service at State Teachers College, Wayne, Nebraska. Particular service on College Assembly Board.

- d. Raymond A. Plath, Ph.D., Associate Professor of Social Science since 1946, with doctorate from University of Wisconsin. Recognized as good teacher of Economics and fair-minded in classroom procedures. Probably reads current materials in his field more closely than most faculty members. Efficient in his promotion of teacher-training. Attends professional meetings with various memberships involved. Good work in guidance of two-year general college students. In demand as an organization speaker. Now president of the Charleston Rotary Club.

J. Probation

1. Continuance of regular probationary period through 1953-1954 for:

a. Dr. John Masley	Professor	2nd year
b. Dr. Juana deLaban	Assoc. Prof.	2nd year
c. Dr. Albert W. Brown	Asst. Prof.	2nd year
d. Dr. William Crane	Asst. Prof.	2nd year
e. Dr. John Nanovsky	Asst. Prof.	2nd year
f. Dr. J. S. Fisher	Assoc. Prof.	3rd year
g. Dr. John Rezzatto	Assoc. Prof.	3rd year
h. Dr. William Groves	Asst. Prof.	3rd year
i. Dr. Gifford Loomer	Asst. Prof.	3rd year
j. Dr. Donald Moler	Asst. Prof.	3rd year
k. Mr. Lynn Trank	Asst. Prof.	2nd year
l. Mr. Benjamin Lewis	Asst. Prof.	3rd year

2. Continuance of Instructors in seven year period for securing second year of graduate study.

a. Velma Cox	6th year
b. Julia Kilpatrick	4th year
c. Charlotte Lambert	5th year
d. Catherine A. Smith	4th year
e. J. Robert Pence	3rd year
f. Mary S. Carr	4th year
g. Louise Murray	3rd year
h. William Eagon	2nd year
i. Virginia Tate	2nd year
j. Maurice Stump	2nd year

PROCEEDINGS

3. Continuance of special probationary status:

- a. Emma Chennault Kelly, Assistant Professor of English until September 1, 1953, under agreement that doctorate will have been achieved by this date, if tenure granted.

K. Nine Months' Faculty for College Year 1953-54

The following faculty is presented for the academic year 1953-54:

L. PROFESSORS (*Indicates Head of Department)

(Quota: 30-38)

<u>Name</u>	<u>Deg.</u>	<u>Department</u>	<u>52-53</u>	<u>53-54</u>	<u>Increase</u>		
1. Coleman, Charles H.	PhD	Soc. Sci. *	6570	7110	180	360	A
2. Dvorak, Leo J.	PhD	Music *	6570	7110	180	360	A
3. Guinagh, Kevin	PhD	For. Lang. *	6570	7110	180	360	A
4. Klehm, Walter A.	EdD	Ind. Art *	6570	7110	180	360	A
5. McAfee, Florence	EdD	P. E. (W) *	6570	7110	180	360	A
6. Phipps, Harris E.	PhD	Chemistry *	6570	7110	180	360	A
7. Reinhardt, Emma	PhD	Education *	6570	7110	180	360	A
8. Schaupp, Roscoe F.	PhD	Library *	6570	7110	180	360	A
9. Scruggs, Walter M.	PhD	Zoology *	6570	7110	180	360	A
10. Stover, Ernest L.	PhD	Botany *	6570	7110	180	360	A
11. Thompson, James	EdD	Bus. Ed. *	6570	7110	180	360	A

12. Cavins, Harold M.	EdD	Health Ed. *	6390	6930	180	360	B
13. Dickerson, Earl	EdD	Bus. Ed.	6390	6930	180	360	B
14. Olsen, Hans C.	PhD	Education	6390	6930	180	360	B

15. Ross, J. Glenn	PhD	Speech *	6570	6750	180		B
16. Barton, Byron K.	PhD	Geography *	6210	6750	180	360	B
17. Leffler, Glenn Q.	PhD	Physics *	6210	6750	180	360	B
18. Ringenberg, L. A.	PhD	Math. *	6210	6750	180	360	B

19. Landis, Russell H.	EdD	Ind. Art	6390	6570	180		B
20. Morris, Sadie O.	PhD	Home Ec. *	6390	6570	180		B
21. Thut, H. Frederick	PhD	Botany	6390	6570	180		B
22. Seymour, Glenn H.	PhD	Soc. Sci.	6390	6570	180		B
23. Waffle, Eugene M.	PhD	English *	6390	6570	180		B
24. Whiting, Mildred	PhD	Art *	6390	6570	180		B
25. Zeller, Rose	PhD	Geography	6390	6570	180		B

26. Palmer, Francis	PhD	English	6030	6210	180		C

27. Edwards, Arthur	PhD	ES Prin. *	5760	6030	90	180	C
28. Michael, Elizabeth	PhD	For. Lang.	5760	6030	90	180	C
29. Rothschild, Donald	PhD	Psychology	5760	6030	90	180	C

TEACHERS COLLEGE BOARD

1. PROFESSORS (*Indicates Head of Department) (Continued)

(Quota: 30-38) (Continued)

Name	Deg	Department	52-53	53-54	Increase	
30. Schmalhausen, Ruth	EdD	Home Ec.	5760	6030	90	180 C
31. Wood, William G.	PhD	Soc. Sci.	5760	6030	90	180 C
32. Masley, John W.	EdD	P. E. (M) *	5670	5850	180	C
Weller, Annie M.	Emeritus		2100	2100		

 Note: Nos. 27-31, inclusive, promoted from Associate Professor

2. ASSOCIATE PROFESSORS (Quota: 38-60)

1. Marcy, Lawson F.	PhD	Chemistry	5760	6120	0	360 A
(in Block A due to merit increase)						
2. Foreman, Melvin O.	PhD	Chemistry	5760	5940	180	A
3. Damann, Kenneth	PhD	Botany	5760	5940	180	A
4. Peterka, Harry E.	PhD	Zoology	5760	5940	180	A
5. Plath, Raymond A.	PhD	Soc. Sci.	5760	5940	180	A
(Nos. 2-5 promoted to Block A)						
6. Alter, Donald R.	PhD	Soc. Sci.	5760	5760	0	B
7. Fowler, Ewell W.	EdD	Ind. Art	5760	5760	0	B
8. Moses, Elbert R.	PhD	Speech	Army	5760	0	B
9. White, Clifton W.	EdD	P. W. (M)	5760	5760	0	B
10. Blair, Robert L.	PhD	English	5580	5760	180	B
11. Gunderson, Harry	EdD	Ind. Art	5580	5760	180	B
12. Haight, Edith C.	PhD	P. E. (W)	5580	5760	180	B
13. Riegel, Garland	PhD	Zoology	5580	5760	180	B
14. Kline, Judd	PhD	English	5580	5760	180	B
15. Steele, Sidney	PhD	Chemistry	5580	5760	180	B
16. Byrnes, Arthur F.	EdD	Vis. Ed.	5400	5580	180	B
17. Campbell, Ernest	EdD	HS Prin.	5400	Resigned		
(Replacement)	EdD	HS Prin.	----	5580	180	B
18. Cline, Ruth	PhD	English	5400	5580	180	B
19. Ekebert, Gladys	PhD	English	5400	5580	180	B
20. Fagan, Clifford	PhD	Bus. Ed.	5400	5580	180	B
21. Fisher, J. S.	PhD	Education	5400	5580	180	B
22. Phillips, Thomas	EdD	Education	5400	5580	180	B
23. Warner, Robert A.	PhD	Music	5400	5580	180	B
24. Westcott, George	PhD	Music	5400	5580	180	B
25. Boyd, Earl	PhD	Music	5220	5400	180	B
26. Davis, David	PhD	Math.	5220	5400	180	B
27. Duncan, Glenn S.	EdD	Ind. Art	5220	5400	180	B
28. Ferguson, Max B.	PhD	Zoology	5220	5400	180	B

PROCEEDINGS

<u>Name</u>	<u>Deg.</u>	<u>Department</u>	<u>52-53</u>	<u>53-54</u>	<u>Increase</u>	
29. Healey, William A.	DPE	P. E. (M)	5220	5400	180	B
30. Harris, Ruby M.	SM	Geography	5220	Leave		
31. 'Kniskern, Verne	PhD	Zoology	5220	5400	180	B
32. Miner, William	PhD	Soc. Sci.	5220	5400	180	B
33. Riebe, Harland	EdD	Health Ed.	5220	5400	180	B
34. Sparks, Irvin L.	PhD	Physics	5220	5400	180	B

35. Rezzatto, John L.	EdD	Music	5040	5220	180	C
36. Elliott, Charles	EdD	Ind. Art	4950	5220	90	180 C
37. Giffin, James	PhD	Bus. Ed.	study	5220	90	180 C
38. deLaban, Juana	PhD	P. E. (W)	4590	4860	90	180 C
Crowe, Albert B.	Emeritus		2100	2100		

Note: Nos. 36-38, inclusive, promoted from Assistant Professor.

3. ASSISTANT PROFESSORS (Quota: 38-60)

1. Arnold, Myrtle	AM1	ES 4th Grade	4770	5310	180	360	A
2. Saunders, Nannilee	AM2	ES 3rd Grade	4770	5310	180	360	A
Nos. 1-2 in Block A due to merit increase							

3. Buck, McKenzie W.	PhD	Speech	4950	Resigned			
(Replacement)	PhD	Speech	----	5130	180		B
4. Darling, Rex	AM2	P. E. (M)	4950	5130	180		B
5. Ewbank, Henry L.	PhD	Speech	4950	Resigned			
(Replacement)	PhD	Speech	----	5130	180		B
6. Gabbard, Ernest G.	AM2	Speech	study	study	180		B
7. Groves, William	PhD	P. E. (M)	4950	5130	180		B
8. Hanson, Ethel	AM1	ES Music	4590	5130	180	360	B
9. Holley, Bertrand	AM2	Bus. Ed.	4950	5130	180		B
10. Loomer, Gifford	PhD	Art	4950	5130	180		B
11. Moler, Donald L.	EdD	Education	4950	5130	180		B
12. O'Brien, Maynard	AM2	P. E. (M)	4950	5130	180		B
13. Quick, Otho J.	AM2	HS Ind. Art	study	5130	180		B
14. Shull, Carl E.	AM2	Art	study	study	180		B
15. VanDeventer, L.	AM2	Math.	4950	5130	180		B
16. Waddell, Robert	MS1	Physics	4950	study	180		B
17. Brown, Albert W.	DSS	Geography		4950			B
18. Elliott, Aline	AM1	P. E. (W)	4770	4950	180		B
19. Hoffman, Arnold	MS1	HS Science	4770	4950	180		B
20. Van Horn, Paris J.	AM2	HS Safety Ed.	4770	4950	180		B
Smith, P. Scott (s)	PhD	Physics	----	4950	---		B
21. Nanovsky, John	DPE	P. E. (M)	4590	4770	180		B
(replaces a position left vacant 1953-54)							
22. Bally, Winifred	AM1	P. E. (W)	4590	4770	180		B

TEACHERS COLLEGE BOARD

3. ASSISTANT PROFESSORS (Quota: 38-60) (Continued)

<u>Name</u>	<u>Deg.</u>	<u>Department</u>	<u>52-53</u>	<u>53-54</u>	<u>Increase</u>	
23. Carman, Ruth	AM1	For. Lang.	4590	Retired		
(Substitute)	PhD	For. Lang.	----	4770	180	B
24. Crane, William	PhD	Student Act.	4590	4770	180	B
25. Devinney, Helen	AM1	Home Ec.	4590	4770	180	B
26. Eberhardt, James	MS1	Library	4590	4770	180	B
27. Hendrix, Gertrude	AM2	HS Math.	4590	4770	180	B
28. Hunter, Jessie	AM1	Bus. Ed.	4590	4770	180	B
29. Kelly, Chennault	AM2	English	4590	4770	180	B
30. Hyett, Virginia W.	AM1	ES Art	4590	4770	180	B
31. Mather, Merrillie	PhD	English	4590	4770	180	B
32. Max, Roy	AM1	Bus. Ed.	4590	4770	180	B
33. Morgan, Mildred	AM1	HS Guidance	4590	4770	180	B
34. Ziegler, Lorene	AM1	ES 6th Grade	4590	study	180	B

35. Ekstrand, Margaret	AM1	Library	4410	4590	180	C
36. Johnson, Lela	AM1	HS Bus. Ed.	4410	4590	180	C
37. Love, Harriet	MS1	ES Library	4410	4590	180	C
38. Marks, Ica	MS1	HS Science	4410	4590	180	C
39. Reid, Florence	AM1	ES 5th Grade	4410	4590	180	C
40. Scott, Mary	AM1	Library	4410	4590	180	C
41. Countryman, Calvin	AM1	Art	study	4770	90 180	B
42. Elmore, Walter	AM1	HS P. E.	4500	4770	90 180	B
43. Lewis, Benjamin	AM2	Library	4140	4410	90 180	C
44. Trank, Lynn	AM1	Art	4140	4410	90 180	C
Krutza, June M. (S)	AM1	Art	(sub.)	4230		C
Ragan, Edith	Emeritus		2100	2100		

Note: Nos. 41-44 promoted from Instructor.

4. INSTRUCTORS (Quota: Not over 50)

1. Cox, Velma	AM	ES 2nd Grade	4500	4680	180	B
2. Kilpatrick, Julia	AM	Home Ec.	4500	4680	180	B
3. Eagan, William F.	AM	HS Soc. Sci.	4320	4500	180	B
4. Hart, Dorothy M.	AM	P. E. (W)	4320	study	180	B
5. Lambert Charlotte	AM	P. E. (W)	4320	4500	180	B
6. Knuth, Arvilla	AM	HS For. Lang.	4320	Resigned		
(Position vacant 1953-54)						
7. Poos, Roberta L.	AM	HS Speech	4320	4500	180	B
8. Smock, Lee Anna	AM	Library	4320	4500	180	B

PROCEEDINGS

<u>Name</u>	<u>Deg.</u>	<u>Department</u>	<u>52-53</u>	<u>53-54</u>	<u>Increase</u>
9. Smith, Catherine A.	MM	Music	4320	4500	180 B
10. Pence, J. Robert	MM	HS Music	4320	4500	180 B
11. Carr, Mary S.	AM	HS Library	4140	4320	180 B
12. Fowler, Marie G.	MS	HS Home Ec.	4140	(Substitute 52-53)	
(Replacement)	MS	HS Home Ec.	----	4320	180 B
13. Murray, Louise	AM	HS English	4140	4320	180 B
14. Stevens, John A.	AM	ES 8th Grade	4140	Resigned	
(Replacement)	AM	ES 8th Grade	----	4320	180 B
15. Stump, Maurice H.	AM	ES 7th Grade	4140	4320	180 B
16. Tate, Virginia	AM	ES 1st Grade	4140	4320	180 B
17. Ryle, Carolyn G.	MN	Health Ed.	4140	4320	180 B

18. Wilson, Elizabeth	MS	Home Ec.	3960	4140	180 C
Daves, Marise (S)	AM	P. E. (W)	----	4140	C
Coffman, Gilberta	Emeritus		2100	2100	

L. ADMINISTRATION

The following administrative group is presented for the fiscal year 1953-54:

<u>Name</u>	<u>Deg.</u>	<u>Title</u>	<u>52-53</u>	<u>53-54</u>	<u>Increase</u>
1. Buzzard, R. G.	PhD	President	13000	13000	---
2. Heller, Hobart F.	PhD	Dean of Instruc.	8760	9000	240
3. Metter, Harry L.	PhD	Dir. Tchr. Trng.	8760	9000	240
4. Heise, Bryan	PhD	Dir. Extension	8520	8760	240
5. Zeigel, Wm. H.	PhD	Dir. Tchr. Plac.	8040	8520	480
6. (Replacement)	PhD	Dir. Admissions	----	7200	---
7. Anfinson, R. D.	PhD	Dean of Men and Dir. Vet. Ser.	8040	8520	480
8. Lawson, E. K.	PhD	Dean of Women	8040	8520	480
9. Rodin, Robert	MD	Physician	7200	Resigned	
(Replacement)	MD	Physician	----	8040	840
10. Elam, Stanley	AM2	Dir. Pub. Rel.	6600	7080	480
11. Gregg, Raymond	AM1	Business Mgr.	8040	8400	360
12. Gaertner, Ruth	MS	Dir. Food Ser.	6000	6480	480
13. (New)	AM	Asst. Bus. Mgr.	----	6600	---
14. Cravey, Gerald	BS	Plant Main. Engr.	5580	6000	420
15. Kluge, Donald	AM	Dir. Douglas Hall and Guidance	4200	4440	240
16. Ehrhardt, Maryann	MS2	Dir. Pem. Hall and Guidance	4200	4440	240
17. Patton, Vanlou	MS2	Dir. Lincoln Hall and Guidance	4200	4440	240

TEACHERS COLLEGE BOARD

L. ADMINISTRATION (Continued)

The following administrative group is presented for the fiscal year 1953-54:

<u>Name</u>	<u>Deg.</u>	<u>Title</u>	<u>52-53</u>	<u>53-54</u>	<u>Increase</u>
18. Thomas, Blanche	--	Registrar	5100	5340	240
19. Hesler, Kenneth	BS	Asst. Pub. Rel. and Alumni	4400	4680	240
20. Montross, Walter	--	Faculty Asst. (Printing)	2400	2520	120
21. Waddell, Helen	--	Faculty Asst. (Library-Music)	2070	2190	120
22. Shull, Mary B.	--	Faculty Asst. (P. E. - Women)	2070	2190	120
23. Kluge, Jeanette	AB	Faculty Asst. (Douglas Hall)	1800	1920	120

M. Substitutes for 1953-54

1. For Waddell	Physics	Smith	PhD	4950
2. For Hart	Phys. Ed. (W)	Daves	AM	4140
3. For Gabbard	Speech (Drama)	Bloom	AM2	4770
4. For Ziegler	ES 6th Grade	_____	AM	4500
5. For Harris	Geography	Brown	DSS	4950

N. Replacements for 1953-54

6. For Widger	English	_____	PhD	4770
7. For Carman	For Lang.	_____	PhD	4770
8. For Buck	Speech Correction	_____	PhD	5130
9. For Ewbank	Forensics	_____	PhD	5130
10. For Fowler	HS Home Ec.	_____	AM	4320
11. For Stevens	ES 8th Grade	_____	AM	4320
12. For Knuth	HS For. Lang.	(Vacant)		4500
13. For Campbell	HS Principal	_____	EdD	5580
14. For Rodin	Physician	_____	MD	8040

RECAPITULATION

	<u>52-53</u>	<u>53-54</u>
Professors	\$ 203,970	\$ 216,300
Associate Professors	197,040	208,920
Assistant Professors	183,540	206,040
Instructors	78,600	76,980
Replacements and Sub.		27,150
Administration	<u>127,060</u>	<u>147,280</u>
Total	\$ 790,210	\$ 882,670

O. Substitute Instructor List for 1953-54

The following persons are recommended for service in the campus high and elementary schools on a per diem basis as needed.

PROCEEDINGS

1. Edith S. Alter, A.M.
2. Beth C. Blackford, B.S. in Ed.
3. Alice Cavins, A.B.
4. Linella Edwards, A.B.
5. Doris K. Foreman, A.B.
6. Marie G. Fowler, M.S.
7. Ruth Frommel, B.S. in Ed.
8. Margaret Landis, Ph.B.
9. Marion E. Popham, A.B.
10. Helen Rezatto, A.B.
11. Esther Ross, A.B.
12. Sue B. Stover, B.S. in Ed.
13. Wildeana B. Van Horn, A.B.

P. Summer School, 1953

The following faculty for the Summer School for June and July and August Field Trip and Workshop Program of 1953 is presented, with department and salary as indicated.

<u>Department and Name</u>	<u>Degree</u>	<u>June</u>	<u>July</u>	<u>August</u>
ART				
Mildred R. Whiting	PhD *	710	730	
Gifford C. Loomer	PhD	550	570	570
Lynn E. Trank	AM	460	490	
June M. Krutza	MA	420		
BOTANY				
Ernest L. Stover	PhD *	730	790	
H. Frederick Thut	PhD	710	730	
BUSINESS EDUCATION				
James M. Thompson	EdD	730	790	
Earl S. Dickerson	EdD	710	770	
Clifford L. Fagan	PhD	600	620	
Jessie M. Hunter	MA	510	530	
CHEMISTRY				
Lawson F. Marcy	PhD	640	680	
Melvin O. Foreman	PhD	640	660	
Sidney R. Steele	PhD	620	640	
EDUCATION				
Hans C. Olsen	PhD	710	770	770
Donald A. Rothschild	PhD	640	670	
Arthur U. Edwards	PhD	640	670	335
Thomas A. Phillips	EdD	600	620	
Ernest H. Campbell	EdD	600	620	
Arthur F. Byrnes	EdD	600	620	

TEACHERS COLLEGE BOARD

<u>Department and Name</u>	<u>Degree</u>	<u>June</u>	<u>July</u>	<u>August</u>
EDUCATION (Continued)				
J. Sherrick Fisher	PhD	600	620	
Donald L. Moler	PhD	550	570	570
ENGLISH				
Howard DeF. Widger	PhD *	750	770	
Eugene M. Waffle	PhD	710	730	
Ruth H. Cline	PhD	600	620	
Judd Kline	PhD	620	640	
Merrilie Mather	PhD	510	530	
FOREIGN LANGUAGE				
Kevin Guinagh	PhD *	730	790	
GEOGRAPHY				
Byron K. Barton	PhD *	690	750	750
Rose Zeller	PhD	710	730	
Albert W. Brown	DSS	510	550	
HEALTH EDUCATION				
Harold M. Cavins	EdD *	710	770	
Harland A. Riebe	EdD	580	600	
Carolyn Ryle	MN	---	---	480
HOME ECONOMICS				
Elizabeth Wilson	MS	440	460	
Helen Devinney	AM	510	530	
INDUSTRIAL ARTS				
Walter A. Klehm	EdD *	730	790	
Charles Elliott	EdD	550	580	
Glenn S. Duncan	EdD	580	600	
Harry Gunderson	EdD	620	640	
LIBRARY				
Roscoe F. Schaupp	PhD*	730	790	
James G. Eberhardt	MSLS	510	530	
Margaret Ekstrand	AMLS	490	510	
Lee Anna Smock	AM	480	500	
Mary E. Scott	MS	490	510	
Benjamin M. Lewis	AMLS	460	490	
MATHEMATICS				
L. A. Ringenberg	PhD*	690	750	
David Davis	PhD	580	600	
Lester VanDeventer	EdD	550	570	

PROCEEDINGS

<u>Department and Name</u>	<u>Degree</u>	<u>June</u>	<u>July</u>	<u>August</u>
MUSIC				
Leo J. Dvorak	PhD *	730	790	790
John L. Rezatto	EdD	560	580	
Earl W. Boyd	PhD	580	600	
Ethel I. Hanson	AM	510	570	
Catherine A. Smith	MM	480	500	
PHYSICAL EDUCATION - MEN				
John W. Masley	EdD *	630	650	325
Clifton W. White	EdD	640	640	
William A. Healey	DPE	580	600	
William H. Groves	PhD	550	570	285
Maynard O'Brien	AM	---	---	285
Walter Elmore	AM	---	---	265
PHYSICAL EDUCATION - WOMEN				
Juana deLaban	PhD	510	540	
Dorothy Hart	AM	480	500	
Charlotte Lambert	AM	480	500	
Edith Haight	PhD	---	---	640
Winifred Bally	AM	---	---	530
PHYSICS				
Glenn Q. Lefler	PhD *	690	750	
Irvin L. Sparks	PhD	580	600	
Arnold J. Hoffman	MS	---	---	550
SOCIAL SCIENCE				
Charles H. Coleman	PhD *	730	790	
Glenn H. Seymour	PhD	710	730	
Donald R. Alter	PhD	640	640	
William G. Wood	PhD	640	670	
Raymond A. Plath	PhD	640	660	
William D. Miner	PhD	580	600	600
SPEECH				
McKenzie W. Buck	PhD	550	570	570
Henry L. Ewbank	PhD	550	570	
William R. Johnson	AM	510	530	
J. Glenn Ross	PhD *	730	750	
ZOOLOGY				
Walter M. Scruggs	PhD *	730	790	
Harry E. Peterka	PhD	640	660	
Garland Riegel	PhD	620	640	
Verne B. Kniskern	PhD	580	600	

TEACHERS COLLEGE BOARD

<u>Department and Name</u>	<u>Degree</u>	<u>June</u>	<u>July</u>	<u>August</u>
ELEMENTARY SCHOOL				
Phyllis G. Smith	AM	400	400	
Velma Cox	AM	500	520	
Nannilee Saunders	AM	530	590	590
Myrtle Arnold	AM	530	590	
Wallace Hollander	MEd.	460	480	
Lorene Ziegler	AM	510	530	
Maurice H. Stump	AM	460	480	

RECAPITULATION

June	\$ 48,740.
July	50,670.
August	<u>8,910.</u>
Total	\$ 108,320.

III. OTHER EMPLOYEES

The following list of classified employees is presented for the fiscal year 1953-54: (*Indicates maximum salary that classification.)

<u>Name</u>	<u>Began Duty</u>	<u>Title</u>	<u>52-53</u>	<u>53-54</u>
BUSINESS OFFICE				
Violet B. Taylor	10-7-35	Office Supervisor	4560	4680
Dorothy V. Davis	9-1-37	Secretary (Level I)	3600	3720
Cleo M. Thompson	1-5-53	Book. Mach. Oper.	1920	2160
June A. Lacy	6-16-47	Clerk Steno. I	2280	2400
Patricia F. Barche	10-2-52	Clerk Steno. I	1920	2040
Doris L. Pilson	6-1-51	Clerk Typist I	1980	2100
Bernice W. Austin	8-4-52	Clerk Typist I	1860	1980
Cecelia Ann Siverly	2-9-53	Clerk Typist I	1860	1980
OFFICE OF THE PRESIDENT				
Norma J. Winkleblack	10-1-48	Secretary (Level I)	3600	3720
OFFICE OF THE DEAN				
Joan Madden	9-1-51	Secretary (Level I)	3600	3720
REGISTRAR'S OFFICE				
Helen J. Whalen	9-7-42	Clerk Steno. II	2940	3000 *
Gloria J. Carlisle	9-1-49	Clerk Steno. I	2460	2580
Betty J. Story	10-5-49	Clerk Typist I	2400 *	2400 *
PLACEMENT BUREAU				
Dorothy Beck	9-7-48	Clerk Steno. II	2880	3000 *
Virginia Barlow	3-17-53	Clerk Typist I	1860	1980

PROCEEDINGS

<u>Name</u>	<u>Began Duty</u>	<u>Title</u>	<u>52-53</u>	<u>53-54</u>
OFFICE OF DIRECTOR OF TEACHER TRAINING				
Doris C. Kirchberg	9-22-52	Clerk Typist I	1860	1980
OFFICE OF THE DEAN OF WOMEN				
Florence L. Fair	9-1-40	Clerk Steno. II	2940	3000 *
OFFICE OF THE DEAN OF MEN				
Margaret J. McGurty	3-16-49	Clerk Steno. I	2580	2700 *
Mary Ann Vogel	2-9-53	Clerk Steno. I	1920	2040
PUBLIC RELATIONS OFFICE				
Marcia J. Levitt	6-27-51	Clerk Steno. I	2340	2460
HEALTH SERVICE				
Mary E. Thompson	9-1-30	Head Nurse	4380 *	4380 *
Mary J. Bland	9-8-49	Nurse	3480	3600
Lucille Roby	3-1-50	Clerk Steno. I	2340	2460
OFFICE OF HIGH SCHOOL PRINCIPAL				
Helen M. Moltz	9-1-49	Clerk Typist I	2400 *	2400 *
OFFICE OF ELEMENTARY SCHOOL PRINCIPAL				
Catherine Smith	3-25-52	Clerk Steno. I	1980	2100
LIBRARY				
Mildred Rea	10-1-52	Clerk Typist I	2400 *	2400 *
Leyla J. Peck	6-16-51	Clerk Typist I	2100	2220
<u>(Vacant)</u>		Clerk Steno. I	1920	1920
OFFICE OF DIRECTOR OF VISUAL EDUCATION				
<u>(New)</u>		Clerk Steno. I.	1920	1920
PHYSICAL PLANT - JANITORS (Negotiated wage)				
Edgar B. Rennels	9-5-42	Janitor Foreman	3432	3552
Charles N. Baird	12-1-27	Janitor	3180	3180
Eugene Nixon	1-1-38	Janitor	3180	3180
Charles A. York	4-1-44	Janitor	2880	3000
Rex M. Sims	4-3-45	Janitor	2880	3000
Bennie Bishop	9-9-47	Janitor	2820	2940
Basil Baldwin	10-1-48	Janitor	2820	2940
Robert E. Brown	6-1-50	Janitor	2760	2880
Scott N. McMillan	6-19-50	Janitor	2760	2880
Herman T. Reed	1-1-51	Janitor	2580	2830
George J. Way	4-11-51	Janitor	2760	2880
William M. Coughill	6-27-51	Janitor	2760	2880
Earl Mullen	9-1-52	Janitor	2400	2800
Mitchell C. Moffett	12-1-44	Watchman	2880	3000

TEACHERS COLLEGE BOARD

<u>Name</u>	<u>Began Duty</u>	<u>Title</u>	<u>52-53</u>	<u>53-54</u>
PHYSICAL PLANT - JANITORS (Negotiated wage) (Continued)				
Clarence O. Baldwin	7-1-48	Watchman	2820	2940
Thelma Moody	3-1-42	Janitress	2880	2880
Bertha W. Anderson	3-16-51	Janitress	2520	2640
Ruth Wuersch	9-8-52	Janitress	1920	2420
PHYSICAL PLANT - HEATING SERVICES (Negotiated wage)				
John Livingston	4-3-18	Stationary Engineer	4920	4920
Harry L. White	3-2-14	Stationary Fireman	4140	4296
Levi Stirewalt	11-20-22	Stationary Fireman	4140	4296
C. Donald Metcalf	10-20-43	Stationary Fireman	4680	4296
Robert O. Brooks	9-16-46	Stationary Fireman	4140	4296
James B. Swann, Jr.	7-19-48	Stationary Fireman	4140	4296
Ralph L. Nickles	10-1-49	Stationary Fireman	4140	4296
Winfred F. Jenkins	6-1-50	Stationary Fireman	3300	4296
PHYSICAL PLANT - GROUNDS SERVICES (Negotiated wage)				
Camille F. Monier	5-1-35	Grounds Foreman	5140	5260
Lowell D. Waltrip	9-6-49	Main Equip. Oper.	3180	3300
Oscar N. Rains	3-1-28	Grounds Gardener	3240	Retired
		Grounds Gardener	----	3360
Albert B. Mason	6-27-51	Groundsman	2580	2760
Owen Stanfield	10-7-52	Groundsman	2400	2670
John W. Percy	4-1-53	Groundsman	2400	2490
PHYSICAL PLANT - MAINTENANCE (*prevailing rate)				
Erroll B. Wood	7-6-50	Electrician	2,625 *	
Glenn E. McMillan	9-25-50	Carpenter	2,075 *	
Roscoe Miller	11-12-37	Painter	2,00 *	
George L. Thomas	6-4-51	Stores Clerk	2760	3000 *
AUXILIARY ENTERPRISE - PEMBERTON HALL				
Gertrude Phipps	11-21-27	Housekeeper	3000 *	3000 *
Frances Weber	9-1-37	Maid	2520 *	2520 *
Lulu Moore	1-6-40	Maid	2520 *	2520 *
Doris M. Downs	9-1-52	Food Prod. Mgt.	3150(9)	3375
Ethel Johns	9-6-47	Cook I	3000 *	3000 *
Esta E. Taylor	6-23-44	Pastry Cook	2520	2640
Letha O. Johnson	9-8-52	Kitchen Helper	2100	2100
AUXILIARY ENTERPRISE - CAFETERIA				
Lloyd W. Smith	9-13-46	Chef I	3480	3600 *
Mildred Briscoe	9-11-50	Cook I	2520	2640
AUXILIARY ENTERPRISE - HOUSING PROJECT				
Palmer Cottingham	8-7-50	Maintenance Worker	2760	2880

PROCEEDINGS

<u>Name</u>	<u>Began</u> <u>Duty</u>	<u>Title</u>	<u>52-53</u>	<u>53-54</u>
AUXILIARY ENTERPRISE - TEXTBOOK LIBRARY				
Henry J. Arnold	8-1-35	Bookstore Manager	5760	5880
Florence E. Kelly	7-1-50	Clerk Typist I	2100	2220
SELF-LIQUIDATING - LINCOLN-DOUGLAS HALLS				
Carol E. Peterson	8-16-52	Food Prod. Mgr.	4800	5160
Alice I. Eagleton	1-1-48	Cook I	2640	2700 *
Norma M. Stites	9-8-52	Cook I	2220	2220
Ruth B. McGahey	2-1-48	Pastry Cook	2640	2700 *
Elizabeth Reami	11-16-44	Salad Maker	2580	2700 *
Roy Goble	9-1-52	Janitor	2400	2520
Hazel McManigell	9-4-52	Housekeeper	2100	2220
Bonnie L. Birch	9-4-52	Maid - Lincoln	1800	1920
Frances E. Myers	9-4-52	Maid - Lincoln	1800	1920
Maude Elder	9-4-52	Maid - Douglas	1800	1920
Leota K. Wilson	9-4-52	Maid - Douglas	1800	1920

IV. ORGANIZATION:

No Report

V. CURRICULUM:

No Report

VI. BUILDINGS AND GROUNDS

A. Release has been requested for \$20,804.20 from the balance of \$31,993.50 in the reappropriated funds for the dormitories, covering:

1. For architects fee	\$ 10,030.20
2. For black-topping	5,720.00
3. For screening	750.00
4. For trees, shrubs and sod in landscaping	2,850.00
5. For sundry equipment in laundry, kitchen and kitchenettes	<u>1,454.60</u>
	\$20,804.80

VII. AUXILIARY ENTERPRISES:

No Report

VIII. STUDENT LIFE:

No Report

IX. MISCELLANEOUS

A. Copies of the Report to the Board of Review of the North Central Association concerning the inspection of Eastern are enclosed with this report as requested. (Not a part of this report.)

TEACHERS COLLEGE BOARD

B. Lockers for Service Building.

Bids on lockers were as follows:

1. Warner's Office Equip. Co. Mattoon -----	\$ 1,125.30
2. Jack Sheean, Bloomington -----	1,077.81
3. All Steel Metal Company, Aurora -----	No bid
4. Lyon Metal Company Aurora -----	No bid

The contract was awarded to Jack Sheean, Bloomington, the low bidder.

C. Exchange of typewriters.

Bids were as follows:

	New Machines	Trade-in	Cost
1. Warner's, Mattoon -----	\$2,677.50	\$457.50	\$2,220.00
2. Charleston Office Service -----	2,625.00	475.50	2,149.50
3. Remington Rand, Terre Haute ---	2,625.00	910.00	1,715.00

The contract was awarded to Remington Rand, Terre Haute, Indiana, the low bidder.

X. SUMMARY

Consideration by the Teachers College Board is requested for the following items:

1. Graduation of Harry J. Burgener, Jr., at the end of the Winter Quarter, March 11, 1953.
2. Shift of duty for Dr. Harry L. Metter, Dr. William H. Zeigel, and Dr. Albert W. Brown.
3. Leaves of absence for Harriet Love, Dorothy M. Hart, Lorene Ziegler, Robert C. Waddell, Ruby M. Harris, E. Glendon Gabbard and Carl E. Shull, as stated.
4. Retirement of Ruth Carman and Dr. H. DeF. Widger.
5. Resignations of Arvilla Knuth, McKenzie W. Buck, Henry L. Ewbank, Jr., Ernest H. Campbell, and Robert Rodin.
6. Employment of Mrs. Jean S. Johnson, Marise Daves, P. Scott Smith and June Marie Krutza.
7. Addition of Mrs. Helen Resatto to Substitute List.
8. Payment to affiliated teachers (Faculty Assistants) for the Winter and Spring Quarters as listed.
9. Promotions in rank as listed.

PROCEEDINGS

10. Promotions into "Block A" as listed.
11. Continuance of regular and Instructor probation lists.
12. Continuance of special probation for E. Chennault Kelly.
13. Employment of nine-months faculty and twelve-months administration personnel as listed.
14. Approval of Substitute Instructor List for 1953-54.
15. Employment of summer term and workshop staff for June, July and August.
16. Employment of classified employees for fiscal year 1953-54.
17. Permission to expend \$20,804.80 from reappropriated balance, Residence Halls, for items as listed.
18. Permission to expend \$1,077.81 for 93 lockers and \$1,715.00 for 21 typewriters from Equipment.

Respectfully submitted,

ROBERT G. BUZZARD, President

Childs and Smith Architects
Twenty North Wacker Drive
Chicago 6, Illinois

April 29, 1953

Dr. Robert L. Buzzard, President
Eastern Illinois State College
Charleston, Illinois

Dear Dr. Buzzard:

We enclose blueprint of revised Foyer and entrance to Auditorium Administration and Library, showing bulletin cabinet and display case housing exhibits of interest to the general public.

We are in the process of adding a few frills to your building as a first impression.

Information on test borings came yesterday disclosing very poor soil conditions making a pile foundation obligatory at an added cost from 40 to 50 thousand dollars. You will receive a copy of letter in this regard to Springfield. Hope you can secure money for this extra so as not abandon the pool.

Sincerely,

CHILDS & SMITH

/s/ F. A. Childs

FAC:PH

Enclosure

TEACHERS COLLEGE BOARD

EASTERN - May 18, 1953

(ADDENDA to IX. MISCELLANEOUS, page 20, EASTERN report:

D. Permission to request release of balance in CONTINGENCY, EDUCATIONAL OPERATIONS, INCOME FUND, of \$51,455.62, to cover the following items:

1. Blanket insurance for employees handling funds received by the college, not to exceed \$800.00.
2. Addition of two classrooms (7th and 8th grades), band room, kitchen and hot lunch room to the remodelled Training School Temporary Building, not to exceed \$50,655.62.

Insurance	\$ 800.00
Construction	\$ 50,655.62
	\$ 51,455.62

E. Permission to expend balance in REHABILITATION AND MODERNIZATION FUND, Senate Bill 771, totalling on April 30, 1953, the remainder of \$41,183.97.

Total Appropriation S.B. 771	\$ 248,500.00
------------------------------	---------------

Releases and expended:

No. 29	\$ 20,000.00	campus lighting
No. 44	54,000.00	kitchens Home Ec. & Dorm.
No. 67	4,815.97	Stage rehabilitation
No. 81	7,037.00	Landscaping Home Mgmt.
No. 386	<u>162,647.03</u>	Training School Bldg.

\$ 248,500.00

1. Home Economics kitchens	\$ 13,120.78
(authorized April 20, 1953)	
2. Pemberton Hall kitchen	14,699.07
3. Air conditioning East Room, Booth Library	4,743.00
4. Completing parking lot, Booth Library	3,852.50
5. Fluorescent lighting change	<u>1,868.62</u>
	\$ 38,283.97

PROCEEDINGS

F. Rehabilitation of Pemberton Hall Kitchen, using specifications of the Division of A. & E. of one year ago:

(1) Hance (Mattoon) \$14,699.07

(complete bid, including all construction, equipment, electrical, plumbing, tiling)

(2) Swain-Myers (Decatur) 13,715.00

(does not include electrical or plumbing work)

(3) Brosam (Charleston) no bid

The acceptance of the Hance bid of \$14,699.07 is recommended, because it is a complete bid.

G. Air-conditioning East reading room, Booth Library

Coleman (Mattoon) was the only air-conditioning firm that would bid on two Frigidaire conditioners, capable of cooling this room. \$4743.00 for a complete installation, including electrical and plumbing.

The acceptance of the bid of Coleman for \$4743.00 is recommended.

H. Purchase of station wagon.

Bid for a Pontiac "Chieftain" station wagon for eight passengers, complete with heater, etc., by Grobelny (Mattoon) of \$2,386.78. No bid was received from the Pontiac dealer in Charleston.

Permission to expend \$2,386.78 for a 1953 Pontiac station wagon from Grobelny is requested.

EASTERN - May 18, 1953

(ADDENDA to X. SUMMARY, page 20, EASTERN report:

19. Permission to request release from the Office of the Governor of the balance in Contingency, Educational Operations, Income Fund, of \$51,455.62.
20. Permission to expend not to exceed for complete construction of addition to Temporary Training School building, of \$50,655.62.
21. Permission to expend balance of \$38,283.97 from the Rehabilitation Fund, SB 771, as detailed in this report.
22. Permission to purchase a Pontiac station wagon at a cost not to exceed \$2,386.78.

Respectfully submitted,
ROBERT G. BUZZARD, President

TEACHERS COLLEGE BOARD
ILLINOIS STATE NORMAL UNIVERSITY
NORMAL, ILLINOIS
Meeting in DeKalb, May 18, 1953

To the Chairman and Members of the Teachers College Board:

The following report is submitted from Illinois State Normal University:

II. FACULTY

1. Resignations

- a. Dr. Joseph MacCoy, Associate Professor of Education, effective June 6, 1953, in order to accept another position.
- b. Mr. Harlan Shaw, Assistant Professor of Speech, effective June 6, 1953, in order to continue graduate work and later accept a position in a liberal arts college.
- c. Mr. Harlan Farnsworth, Assistant Professor of Health and Physical Education, effective June 6, 1953.
- d. Miss Charlotte Ives, Instructor of Biological Science, effective June 6, 1953.

1a. Death

- a. Miss Edna Norskog, Assistant Professor of Mathematics on May 14, 1953.

2. Leaves of Absence

a. Sabbatical

The following persons are eligible for sabbatical leaves on the basis of the length of time that they have been at Illinois State Normal University and as coming within the quota of the number of persons entitled to sabbatical leaves based on the size of the faculty. These leaves recommended are for the entire 1953-1954 school year unless otherwise indicated.

- (1) Ralph Benton, Assistant Professor of Agriculture
- (2) Thelma Force, Assistant Professor of Education (First Semester only)
- (3) Esther Griffith, Associate Professor of Physical Science
- (4) Bernadine Johnson, Instructor in Home Economics
- (5) Leroy Mecay, Assistant Professor of Biological Science (First Semester only)
- (6) Irvin Spector, Associate Professor of Music
- (7) Harriet Wheeler, Assistant Professor of Business Education
- (8) Vermell Wise, Assistant Professor of English
- (9) Ruth Yates, Assistant Professor of Speech (First Semester only)

PROCEEDINGS

b. Non-sabbatical

Non-sabbatical leaves are recommended for the following staff members for the entire 1953-1954 school year.

- (1) Mary Parker, Assistant Professor of Art
- (2) Charles Porter, Instructor in Industrial Arts
- (3) Doris M. Richards, Instructor in Speech (Special Education)

3. Continuance of Leaves

- a. The following persons are recommended to receive continuation of leaves for the 1953-1954 school year for the reasons indicated on a non-sabbatical basis, unless otherwise designated.

- (1) Marion C. Allen (Health)
- (2) Gladys Bartle (Health)
- (3) Zora Cernich (Further study)
- (4) Joseph French (Military Service)
- (5) L. W. Hacker (Health)
- (6) Rosemary McGee (Further study)
- (7) Leroy Mecay (Sabbatical, first semester only)
- (8) Edna Nyquist (Further study)

4. Returning from Leaves

The following persons are expected to return to their work after leaves of absence during the 1952-1953 school year and from universities where they have been doing advanced work.

a. Sabbatical

- (1) Theodore B. Almy, Instructor in the Teaching of English
- (2) Frances Damm, Instructor and Supervising Teacher in the Fifth Grade
- (3) Claude M. Dillinger, Professor of Education
- (4) Leland E. Hess, Assistant Professor of Social Science
- (5) Margaret Parret, Instructor in Speech
- (6) Harold G. Paulson, Assistant Professor of Psychology
- (7) Cecilia Peikert, Director of Museums
- (8) Eunice Speer, Assistant Professor and Assistant Librarian
- (9) Russell Steele, Instructor in Health and Physical Education
- (10) Ruth Zimmerman, Assistant Professor and Assistant Librarian

b. Non-Sabbatical

- (1) Francis Brown, Assistant Professor of Mathematics
- (2) Anne Cameron, Instructor in Home Economics
- (3) Alice Eikenberry, Assistant Professor of the Teaching of Social Science
- (4) Robert G. Hammond, Assistant Professor of Industrial Arts
- (5) Margaret Jorgensen, Instructor in Education (Juvenile Court service)

TEACHERS COLLEGE BOARD

b. Non-Sabbatical (Continued)

- (6) Wallace E. McIntyre, Associate Professor of Geography
(Fulbright Scholarship in Philippines)
- (7) Marion G. Miller, Associate Professor of Art (Illness)
- (8) Theodore Sands, Associate Professor of Social Science
(Government service)

5. Change in Status

- a. Miss Eunice Blackburn from a salary rate of \$335.00 per month to \$420.00 per month, effective February 1, 1953, due to an increase in teaching load as a full time substitute for Dr. Wallace E. McIntyre, on leave.
- b. Mrs. Joyce Evans from a salary rate of \$200.00 per month to \$120.00 per month, effective February 1, 1953, due to a decrease in teaching load as a substitute teacher.

6. New Appointments (Replacements)

The following new appointments have been made for the current semester since the last report to the Teachers College Board on January 19, 1953.

- a. Mrs. Virginia Ludwig, B.S. in Ed., Illinois State Normal University, for four and one-half months of the second semester effective January 30, 1953, to fill the opening in special education in the sight saving room that was held for the first semester by Mrs. Virginia Berger, on temporary appointment. This position covers the work of Miss Lillie Mae Rickman, who was moved into the principalship of the Special Education Building to take the place of Mrs. Waneta Catey, resigned. Mrs. Ludwig would receive \$370.00 per month for four and one-half months.
- b. Mrs. Gladys L. Jones, A.B., Northwestern College, Natchitoches, Louisiana, M.A., Ohio State University, Ed.D., University of Illinois, effective February 2, to take the place of Mrs. Victor Gimmestad, a substitute teacher in the kindergarten in the Special Education Building during the first semester of the 1952-1953 school year. Mrs. Jones would receive a salary of \$450.00 per month for the second semester of the current school year.
- c. Mr. Edwin F. Wilde, to serve as a substitute for Miss Edna Norskog, Assistant Professor of Mathematics, deceased, this appointment effective from April 7, 1953 at a salary rate of \$185.00 per month to include a continuation of the small amount of work that he has been doing at Milner Library. Mr. Wilde has his bachelor's degree

PROCEEDINGS

from Illinois State Normal University and has completed work for his master's degree in mathematics.

- d. Miss Dolores Lauf, to take a portion of the work of Miss Lillie Mae Rickman, transferred to the principalship of the Special Education Building, since it was necessary to fill this vacancy with a person on the substitute basis who does not have complete training in all areas of this work. Miss Lauf is our very capable blind student who has a knowledge of Braille and who can instruct blind children on how to find their way from place to place both indoors and outdoors. Miss Lauf would receive \$100.00 per month for a period of four and one-half months beginning February 1, 1953. She has completed work for her bachelor's degree and is now working on her master's degree.
- e. In addition to substitute teachers on the per day basis previously approved, the names of Mrs. Grace W. Saar and Mrs. Doris Grim are submitted at this time. These persons are properly qualified to handle certain work for limited periods of time.

7. Promotions in Rank

The following persons are recommended for promotions in rank effective from July 1, 1953.

a. From Associate Professor to Professor

- (1) Dr. Helen Cavanagh, Social Science
- (2) Dr. Bernice Frey, Health and Physical Education
- (3) Dr. Harold Koepke, Business Education
- (4) Dr. E. A. Lichty, Education
- (5) Dr. W. R. Lueck, Education
- (6) Dr. Ralph Micken, Speech
- (7) Dr. Harlan Peithman, Music
- (8) Dr. Dale B. Vetter, English
- (9) Dr. A. W. Watterson, Geography

b. From Assistant Professor to Associate Professor

- (1) Dr. DeVerne Dalluge, Physical Science
- (2) Dr. Blossom Johnson, Home Economics
- (3) Dr. B. L. O'Connor, Health and Physical Education

TEACHERS COLLEGE BOARD

c. From Instructor to Assistant Professor

- (1) Mr. Theodore B. Almy, English
- (2) Mr. George Barford, Art
- (3) Miss Anne M. Cameron, Home Economics
- (4) Mrs. Malinda Garton, Education
- (5) Mr. Gerald Gates, Art
- (6) Miss Inez Mauck, Education
- (7) Miss Cecilia Peikert, Director of Museums

d. From Faculty Assistant to Instructor

- (1) Mr. Buford Bass, Health and Physical Education
- (2) Mr. Wayne Wigell, Education

8. Summer Session Faculty, 1953

The faculty here listed covers the regular eight-weeks summer session, June 15 to August 7, 1953, and also includes one week salary (old rate) and certain obligations during the month of June as indicated in the following presentation

Summer Session Faculty 1953

Name	Degree	Department	June	July	August	Total Summer Session
Allen, Mabel Clare	M.A.	Speech	\$137.50	\$610.00	\$457.50	\$1205.00
Almy, Theodore B.	A.M.	English	120.00	510.00	382.50	1012.50
Arnold, Mary S.	A.M.	Education	135.00	570.00	427.50	1132.50
Ashbrook, William D.	Ph.D.	Ind. Arts	143.75	620.00	465.00	1228.75
Barber, G. Bradford	M.A.	Speech	135.00	570.00	427.50	1132.50
Barford, George	M.A.	Art	122.50	530.00	397.50	1050.00
Becker, James	M.A.	Soc. Sci.	117.50	490.00	367.50	975.00
Belshe, Francis B.	Ph.D.	Education	151.25	640.00	480.00	1271.25
Bey, Douglas R.	A.M.	Mathematics	137.50	570.00	427.50	1135.00
Billingsley, Allie Ward	M.A.	Spanish	132.50	550.00	412.50	1095.00
Blomgren, Roger	M.A.	Ind. Arts	430.00	460.00	460.00	1350.00
Bremer, Alma B.	A.M.	Home Ec. Spec. Ed.	120.00	500.00	375.00	995.00
Buell, Mary E.	M.A.	Home Ec.	137.50	570.00	427.50	1135.00
Carlock, John R.	M.S. in Ed.	Biol. Sci.	309.00	330.00	---	639.00
Claus, John R.	B.S. in Ed.	Agriculture	360.00	380.00	380.00	1120.00
Cogdal, Joseph T.	A.M.	H. & P.E.	307.50	640.00	480.00	1427.50
Connell, M. Regina	Ed.D.	Latin	152.50	640.00	480.00	1272.50
Conrad, George	Ed.D.	Art	141.25	620.00	465.00	1226.25
Cooper, Bernice	Ph.D.	H. & P.E.	160.00	710.00	532.50	1402.50
Cooper, Margaret	Ph.D.	Education	172.50	790.00	592.50	1555.00
Crompton, Mabel P.	S.M.	Geography	137.50	570.00	427.50	1135.00
Cross, Clarence L.	M.S.	Phys. Sci.	158.75	640.00	480.00	1278.75

PROCEEDINGS

Name	Degree	Department	June	July	August	Total Summer Session
Dalluge, DeVerne	Ed.D.	Phys. Sci.	122.50	540.00	405.00	1067.50
Damm, Frances L.	M.S. in Ed.	Education	120.00	500.00	375.00	995.00
Day, Alta J.	M.A.	Bus. Educ.	---	203.34	203.34	406.68
Dennis, Dorothy	M.S.	Education	105.00	420.00	315.00	840.00
DeWees, William L.	Ed.D.	Education	151.25	640.00	480.00	1271.25
DeYoung, Chris A.	Ph.D.	Education	172.50	790.00	592.50	1555.00
Dillinger, Claude M.	Ph.D.	Education	158.75	710.00	532.50	1401.25
Dirks, Marie M.	Ph.D.	Home Ec.	446.67	---	---	446.67
Douglass, Thomas J.	M.S.	Agriculture	135.00	570.00	427.50	1132.50
Ebel, Alice L. (3 wks.)	A.M.	Soc. Sci.	427.50	---	---	427.50
Eckelmann, Dorothy	Ph.D.	Speech	135.00	580.00	435.00	1150.00
		Spec. Ed.				
Ellis, Margery A.	A.M.	French	145.00	610.00	457.50	1212.50
Engberg, Edna	M.Ed.	H. & P. E.	110.00	460.00	345.00	915.00
		Spec. Ed.				
Esworthy, Raymond W.	Ph.D.	Bus. Educ.	143.75	620.00	465.00	1228.75
Evans, G. Harlowe	Ph.D.	Phys. Sci.	151.25	640.00	480.00	1271.25
Farmer, Louise	M.S. in Ed.	Education	110.00	460.00	345.00	915.00
Force, Thelma	M.A.	Education	135.00	570.00	427.50	1132.50
French, Esther L.	Ph.D.	H. & P. E.	172.50	770.00	577.50	1520.00
Frey, Bernice G.	Ph.D.	H. & P. E.	147.50	630.00	472.50	1250.00
Freyberger, Ruth M.	Ed.D.	Art	135.00	580.00	435.00	1150.00
Frey, Harold E.	M.A.	H. & P. E.	270.00	570.00	427.50	1267.50
Garton, Malinda D.	A.M.	Education	115.00	490.00	367.50	972.50
		Spec. Educ.				
Gillett, Arley F.	M.A.	H. & P. E.	127.50	530.00	397.50	1055.00
Gimmestad, Victor E.	Ph.D.	English	137.50	600.00	450.00	1187.50
Glasener, F. Russell	Ph.D.	Soc. Sci.	320.00	750.00	562.50	1632.50
Goff, James F.	M.S. in Ed.	H. & P. E.	485.00	---	---	485.00
Gooding, R. U.	Ph.D.	Phys. Sci.	460.00	---	---	460.00
Gray, Miriam	Ed.D.	H. & P. E.	151.25	640.00	480.00	1271.25
Gray, Nina E.	Ph.D.	Biol. Sci.	160.00	750.00	562.50	1472.50
Green, John W.	M.S.	Agriculture	135.00	570.00	427.50	1132.50
Gueffroy, Edna M.	Ph.D.	Geography	143.75	620.00	465.00	1228.75
Hackett, Perry	M.Mus.	Music	125.00	530.00	397.50	1052.50
Hagman, Lucille G.	M.A.	Education	117.50	500.00	375.00	992.50
Harper, Charles A.	M.S.	Soc. Sci.	152.75	640.00	480.00	1273.75
Hayden, Wezette A.	M.A.	Education	137.50	610.00	457.50	1205.00
Heldt, Carl D.	M.P.E.	H. & P. E.	121.25	---	---	121.25
Helgeson, Arlan C.	Ph.D.	Soc. Sci.	127.50	530.00	397.50	1055.00
Henline, Ruth (6 wks.)	Ph.D.	English	453.75	480.00	---	933.75
Henry, Arthur G.	Ed.D.	Education	140.00	560.00	420.00	1120.00
		Spec. Ed.				

TEACHERS COLLEGE BOARD

Name	Degree	Department	June	July	August	Total Summer Session
Hess, Leland E.	A.M.	Soc. Sci.	135.00	570.00	427.50	1132.50
Hiett, Herbert R.	Ph.D.	English	172.50	750.00	562.50	1485.00
Hill, Eugene L.	Ed.D.	H. & P. E.	550.00	---	---	550.00
Hinman, Dorothy	M.A.	English	145.00	610.00	457.50	1212.50
Holmes, F. Lincoln D.	Ph.D.	Speech	172.50	790.00	592.50	1555.00
Hoover, F. Louis (6 wks.)	Ed.D.	Art	517.50	592.50	---	1110.00
Horton, C. E. (8 wks.)	Ed.D.	H. & P. E.	690.00	592.50	197.50	1480.00
Hoyman, Verna	M.A.	English	127.50	530.00	397.50	1055.00
Hudelson, Clyde W.	M.S.	Agriculture	153.75	640.00	480.00	1273.75
Huggins, Ruth C.	A.M.	English	137.50	570.00	427.50	1135.00
Isted, Leslie M.	Ph.D.	Music	146.25	640.00	480.00	1266.25
Ivens, Howard J.	A.M.	Phys. Sci.	550.00	---	---	550.00
Jessa, Marie	M.A.	Bus. Educ.	127.50	530.00	397.50	1055.00
Jochums, Milford C.	Ph.D.	English	143.75	620.00	465.00	1228.75
Johnson, Bernadine	M.E.	Home Ec.	118.75	500.00	375.00	993.75
Johnson, Blossom	Ed.D.	Home Ec.	123.75	540.00	405.00	1068.75
Kinneman, John A.	Ph.D.	Soc. Sci.	172.50	790.00	592.50	1555.00
Knudson, Emma R.	Ph.D.	Music	172.50	790.00	592.50	1555.00
Kreuz, Loretta B.	M.A. in L.S.	Lib. Sci.	117.50	500.00	375.00	992.50
Kuntz, Lowell J.	M.S. in Ed.	Music	111.25	480.00	360.00	951.25
Kurth, Clarence H.	Ed.D.	Education	132.50	550.00	412.50	1095.00
Lamkey, Ernest M. R.	Ph.D.	Biol. Sci.	172.50	790.00	592.50	1555.00
Lancaster, Thomas J.	A.M.	Education	148.75	640.00	480.00	1268.75
Laubaugh, Lavern E.	A.M.	Agriculture	135.00	570.00	427.50	1132.50
Leavitt, Norma M.	Ed.D.	H. & P. E.	143.75	620.00	465.00	1228.75
Lewis, Marjorie L.	M.A.	Education	127.50	530.00	397.50	1055.00
		Spec. Ed.				
Lichty, Elden A.	Ed.D.	Education	156.25	650.00	487.50	1293.75
Lueck, William R.	Ph.D.	Education	148.75	650.00	487.50	1286.25
Ludwig, Virginia	B.S.	Education	92.50	370.00	277.50	740.00
		Spec. Ed.				
Lundvall, Ruth M.	M.A.	Education	132.50	550.00	412.50	1095.00
McAvoy, Blanche	Ph.D.	Biol. Sci.	162.50	750.00	562.50	1475.00
McCormick, Clyde T.	Ph.D.	Mathematics	162.50	710.00	532.50	1405.00
McDavitt, Neva	A.M.	Geography	412.50	---	---	412.50
McEvoy, Dorothy M.	M.A.	Education	121.25	520.00	390.00	1031.25
		Spec. Ed.				
McIntyre, Wallace E.	Ph.D.	Geography	412.50	600.00	600.00	1612.50
Mansfield, Faye E.	M.A.	Education	130.00	550.00	412.50	1092.50
Marshall, Helen E.	Ph.D.	Soc. Sci.	160.00	710.00	532.50	1402.50
Martens, J. Louis	Ph.D.	Biol. Sci.	145.00	620.00	465.00	1230.00
Marzolf, Stanley S.	Ph.D.	Psychology	162.50	710.00	532.50	1405.00
Mauck, Inez L.	A.M.	Education	122.50	530.00	397.50	1050.00

PROCEEDINGS

Name	Degree	Department	June	July	August	Total Summer Session
Metzler, Winifred S.	M.A.	Lib. Sci.	123.75	520.00	390.00	1033.75
Mizer, Orrin G.	M.A.	Education	485.00	520.00	520.00	1525.00
Mills, Clifford N.	Ph.D.	Mathematics	172.50	790.00	592.50	1555.00
Moore, Harold A.	M.S.	Biol. Sci.	123.75	530.00	397.50	1051.25
O'Brien, Alice L.	M.S. in Ed.	Education	125.00	500.00	375.00	1000.00
		Spec. Ed.				
Ogle, Alice R.	M.A.	Art	135.00	570.00	427.50	1132.50
Okerlund, Gerda	Ph.D.	English	---	473.20	473.20	946.40
Parker, Rose E.	Ph.D.	Education	172.50	790.00	592.50	1555.00
		Spec. Ed.				
Paulson, Harold G.	M.A.	Education	120.00	510.00	382.50	1012.50
Peikert, Cecilia H.	M.S.	Museum	112.50	490.00	367.50	970.00
Peithman, Harlan W.	Ed.D.	Music	151.25	670.00	502.50	1323.75
Porter, Charles B.	M.S. in Ed.	Ind. Arts	110.00	500.00	375.00	985.00
Reed, Howard O.	Ed.D.	Ind. Arts	148.75	640.00	480.00	1268.75
Richards, Doris M.	M.S.	Speech	105.00	440.00	330.00	875.00
		Spec. Ed.				
Ries, Donald T.	Ph.D.	Biol. Sci.	148.75	640.00	480.00	1268.75
Rine, T. E.	Ph.D.	Mathematics	137.50	600.00	450.00	1187.50
Robie, Doris	M.A.	H. & P. E.	137.50	570.00	427.50	1135.00
		Spec. Ed.				
Royce, Bertha M.	Ph.D.	Biol. Sci.	---	637.50	637.50	1275.00
Russell, Elizabeth	M.A.	Education	132.50	550.00	412.50	1095.00
Serra, Mary C.	Ph.D.	Education	270.00	580.00	435.00	1285.00
		Spec. Ed.				
Shaw, William Harlan	M.A.	Speech	265.00	530.00	265.00	1060.00
Shea, Grace R.	M.A.	Health (Nurse)	122.50	520.00	390.00	1032.50
Sheveland, Alice	M.A. in Ed.	Education	480.00	510.00	510.00	1500.00
Smith, Leon S.	A.M.	Phys. Sci.	135.00	570.00	427.50	1132.50
Sorrenson, Fred S.	Ph.D.	Speech	162.50	710.00	532.50	1405.00
Spector, Irwin	Ph.D.	Music	135.00	580.00	435.00	1150.00
Stein, Ethel	M.A.	Education	375.00	---	---	375.00
Stombaugh, Ray M.	Ph.D.	Ind. Arts	172.50	750.00	562.50	1485.00
Stroud, Ruth	M.S.	English	137.50	610.00	457.50	1205.00
Struck, Edwin G.	M.S.	H. & P. E.	540.00	---	---	540.00
Tarrant, Thalia J.	A.M.	Soc. Sci.	127.50	530.00	397.50	1055.00
Tasher, Lucy Lucile	Ph.D.	Soc. Sci.	148.75	640.00	480.00	1268.75
Tasker, Vivian	M.A.	Education	120.00	500.00	375.00	995.00
		Spec. Ed.				
Thams, Paul F.	A.M.	Education	127.50	530.00	397.50	1055.00
		Spec. Ed.				
Tiedeman, Herman R.	Ph.D.	Education	635.00	710.00	710.00	2055.00
Toll, Lewis R.	Ph.D.	Bus. Educ.	172.50	750.00	562.50	1485.00

TEACHERS COLLEGE BOARD

Name	Degree	Department	June	July	August	Total Summer Session
Tudor, Raymond W.	M.A.	English	135.00	570.00	427.50	1132.50
Udstuen, Sadie B.	M.A.	Education	120.00	500.00	375.00	995.00
Vance, Arden L.	M.M.	Music	121.25	510.00	382.50	1013.75
Vetter, Dale B.	Ph.D.	English	151.25	670.00	502.50	1323.75
Vinson, Esther	A.M.	English	153.75	680.00	510.00	1343.75
Watterson, Arthur W.	Ph.D.	Geography	148.75	690.00	517.50	1356.25
Webb, Mary D.	M.A.	Bus. Educ.	137.50	570.00	427.50	1135.00
Wells, Mildred C.	Ph.D.	Education	137.50	600.00	450.00	1187.50
Wesle, John	M.A.	Art	110.00	460.00	345.00	915.00
Westhoff, Margaret M.	M.S.	Music	122.50	520.00	390.00	1032.50
Wheeler, Harriet R.	M.A.	Bus. Educ.	125.00	530.00	397.50	1052.50
Wigell, Wayne W.	M.S. in Ed.	Education	98.75	420.00	315.00	833.75
Wilcox, Charlotte E.	M.S.P.H.	Biol. Sci.	135.00	570.00	427.50	1132.50
Yates, Ruth V.	M.A.	Speech	135.00	570.00	427.50	1132.50
Yedor, Leo J.	Ph.D.	Soc. Sci.	151.25	640.00	480.00	1271.25
Young, Lyle M.	Ed.D.	Music	367.50	382.50	---	750.00
Young, Orville L.	Ph.D.	Agriculture	143.75	600.00	450.00	1193.75
Parker, Donald R.	M.S.	Lab. Tech. Biol.	425.00	460.00	460.00	1345.00
Parker, Louise O.	M.P.H.	Health (Nurse)	395.00	420.00	420.00	1235.00
Busbey, Dorothy	A.M.	2nd Gr. Mercalf	110.00	440.00	330.00	880.00
Chase, Carrie	A.M.	6th Gr. Mercalf	110.00	440.00	330.00	880.00
		1st and 2nd Gr.	110.00	440.00	330.00	880.00
		Spec. Ed				
		Soc. Sci. H.S.	125.00	500.00	375.00	1000.00
<u>Library Staff</u>						
Welch, Eleanor W.	M.S.		158.75	640.00	480.00	1278.75
Crosby, Lucile Z.	M.S. in L.S.		122.50	510.00	382.50	1015.00
Dooley, Helen A.	M.A.		117.50	500.00	375.00	992.50
Gienapp, Augusta	B.S. in L.S.		112.50	480.00	360.00	952.50
Guthrie, Clara L.	M.S. in L.S.		135.00	570.00	427.50	1132.50
Karr, Ila F.	M.A.		110.00	460.00	345.00	915.00
Lawrence, Margaret	M.A.		122.50	510.00	382.50	1015.00
Noble, Margaret	—		105.00	420.00	315.00	840.00
Plotnicky, Gertrude A.	—		110.00	460.00	345.00	915.00
Pohle, Genevieve A.	M.A.		118.75	510.00	382.50	1011.25

9. Faculty for the Academic Year, 1953-1954

- a. The following persons, listed according to academic rank and in order of salary under each rank, are recommended for employment in regular teaching positions for the school year 1953-1954 at salaries indicated at the extreme right, these appointments and salaries effective September 1953.

PROCEEDINGS

Name	Academic Degree	Department	Salary 1952-1953	Salary 1953-1954
Professors				
*Cooper, Margaret	Ed.D.	Education	\$ 6210.00	\$ 6930.00 Sp.
*De Young, Chris A.	Ph.D.	Education	6210.00	6930.00 Sp.
*Gooding, R. U.	Ph.D.	Physical Science	6210.00	6930.00 Sp.
*Holmes, F. Lincoln D.	Ph.D.	Speech	6210.00	6930.00 Sp.
*Hoover, F. Louis	Ed.D.	Art	6210.00	6930.00 Sp.
*Horton, C. E.	Ed.D.	Health and P.E.	6210.00	6930.00 Sp.
*Kinneman, John A.	Ph.D.	Social Science	6210.00	6930.00 Sp.
*Knudson, Emma R.	Ph.D.	Music	6210.00	6930.00 Sp.
*Lamkey, E. M. R.	Ph.D.	Biological Science	6210.00	6930.00 Sp.
*Mills, C. N.	Ph.D.	Mathematics	6210.00	6930.00 Sp.
*Parker, Rose E.	Ph.D.	Education	6210.00	6930.00 Sp.
*Whitten, Jennie A.	Ph.D.	Foreign Languages	6210.00	6930.00 Sp.
Browne, Richard G.	Ph.D.	Social Science (Non-sab. Leave (1953-1954)	(6030.00)	(6750.00)Sp.
*French, Esther	Ph.D.	Health and P.E.	6210.00	6930.00 Sp.
*Hiett, Herbert R.	Ph.D.	English	6210.00	6750.00
*Stombaugh, Ray M.	Ph.D.	Industrial Arts	6210.00	6750.00
*Toll, Lewis R.	Ph.D.	Business Education	6210.00	6750.00
*Davis, Florence	Ph.D.	Home Economics	6030.00	6570.00
Dirks, Marie	Ph.D.	Home Economics	6030.00	6570.00
McAvoy, Blanche	Ph.D.	Biological Science	5850.00	6570.00 Sp.
Royce, Bertha M.	Ph.D.	Biological Science	5850.00	6570.00 Sp.
Cooper, Bernice	Ph.D.	Health and P.E.	5760.00	6390.00
Glasener, F. Russell	Ph.D.	Social Science	5760.00	6390.00
Gray, Nina E.	Ph.D.	Biological Science	5760.00	6390.00
McCormick, Clyde T.	Ph.D.	Mathematics	5850.00	6390.00
Marshall, Helen E.	Ph.D.	Social Science	5760.00	6390.00
Marzolf, Stanley S.	Ph.D.	Education	5850.00	6390.00
Okerlund, Gerda	Ph.D.	English	5850.00	6390.00
Sorrenson, Fred S.	Ph.D.	Speech	5850.00	6390.00
Teager, Florence E.	Ph.D.	English	5850.00	6390.00
Dillinger, Claude M.	Ph.D.	Education	5715.00	6210.00
Tiedeman, Herman R.	Ph.D.	Education	5715.00	6210.00
*Watterson, A. W.	Ph.D.	Geography	5355.00	6210.00
Ingram, Christine P.	Ph.D.	Education	5760.00	6030.00
Peithman, H. W.	Ed.D.	Music	5445.00	6030.00
Vetter, Dale B.	Ph.D.	English	5445.00	6030.00
Lichtry, Elden A.	Ed.D.	Education	5625.00	5850.00
Lueck, W. R.	Ph.D.	Education	5355.00	5850.00
Micken, Ralph A.	Ph.D.	Speech	5625.00	5850.00
Cavanagh, Helen	Ph.D.	Social Science	5355.00	5670.00
Frey, Bernice G.	Ph.D.	Health and P.E.	5310.00	5670.00
Koepke, H. F.	Ph.D.	Business Education	5265.00	5670.00

*Indicates Head of Department or Director of Division.

Salaries in parentheses are those of staff on non-sabbatical leave who will not receive any salary for the school year 1953-1954.

TEACHERS COLLEGE BOARD

Name	Academic Degree	Department	Salary 1952-1953	Salary 1953-1954
<u>Associate Professors</u>				
Vinson, Esther	A.M.	English	5535.00	6120.00 Sp.
Griffith, Esther M.	Ph.D.	Phys. Sci. (Sab. Leave 1953-1954)('A' Block)	5445.00	2970.00
Belshe, Francis B.	Ph.D.	Education	5445.00	5760.00
Cogdal, Joseph T.	A.M.	Health and P. E.	5535.00	5760.00
Connell, M. Regina	Ed.D.	Foreign Languages	5490.00	5760.00
Cross, C. L.	M.S.	Phys. Science ('A' Block)	5715.00	5760.00
DeWees, W. L.	Ed.D.	Education	5445.00	5760.00
Evans, G. Harlowe	Ph.D.	Physical Science	5445.00	5760.00
Fielding, Howard L.	Ph.D.	English	5445.00	5760.00
Gray, Miriam	Ed.D.	Health and P. E.	5445.00	5760.00
Harper, Charles A.	M.S.	Social Science	5535.00	5760.00
Henline, Ruth	Ph.D.	English	5445.00	5760.00
*Hudelson, C. W.	M.S.	Agriculture	5535.00	5760.00
Isted, Leslie M.	Ph.D.	Music	5265.00	5760.00
Lancaster, Thomas J.	A.M.	Education	5355.00	5760.00
Miller, Marion G.	Ph.D.	Art	5265.00	5760.00
Peters, Margaret	Ed.D.	Business Education	5040.00	5760.00 Sp.
Reed, Howard O.	Ed.D.	Industrial Arts	5535.00	5760.00
Ries, Donald T.	Ph.D.	Biological Science	5355.00	5760.00
Tasher, Lucy Lucile	Ph.D.	Social Science	5355.00	5760.00
Yedor, Loe J.	Ph.D.	Social Science	5445.00	5760.00
		Educ. (Reading-MacCoy)	5400.00	5760.00
		Elementary Education	----	5760.00
Ashbrook, William D.	Ph.D.	Industrial Arts	5175.00	5580.00
Buehler, Rose Burgess	Ed.D.	Education	5175.00	5580.00
Conkey, Frances	M.S.	Home Economics	5175.00	5580.00
Conrad, George	Ed.D.	Art	5085.00	5580.00
Esworthy, R. W.	Ph.D.	Business Education	5175.00	5580.00
Gueffroy, Edna M.	Ph.D.	Geography	5175.00	5580.00
Jochums, Milford C.	Ph.D.	English	5175.00	5580.00
Leavitt, Norma M.	Ed.D.	Health and P. E.	5175.00	5580.00
Martens, J. Louis	Ph.D.	Biological Science	5220.00	5580.00
Smith, Gwen	Ph.D.	Health and P. E.	5175.00	5580.00
Sorensen, C. W.	Ph.D.	Geography	4950.00	5580.00 Sp.
Dilks, Eleanor	Ph.D.	Biological Science	5040.00	5400.00
Gimmetstad, Victor E.	Ph.D.	English	4950.00	5400.00
Hill, Eugene L.	Ed.D.	Health and P. E.	4950.00	5400.00
McIntyre, Wallace E.	Ph.D.	Geography	4950.00	5400.00
Pearcy, Henri R.	Ph.D.	Social Science	4680.00	5400.00 Sp.
Rine, T. E.	Ph.D.	Mathematics	4950.00	5400.00

PROCEEDINGS

Name	Academic Degree	Department	Salary	Salary
			1952-1953	1953-1954
Wells, Mildred C.	Ph.D.	Education	4950.00	5400.00
Young, Orville L.	Ed.D.	Agriculture	5175.00	5400.00
Eckelmann, Dorothy	Ph.D.	Speech	4860.00	5220.00
Freyberger, Ruth M.	Ed.D.	Art	4860.00	5220.00
Moore, Robert H.	Ph.D.	Education	4860.00	5220.00
Sands, Theodore	Ph.D.	Social Science	4860.00	5220.00
Serra, Mary	Ph.D.	Education	4860.00	5220.00
Spector, Irwin	Ph.D.	Music (Sab. Leave 1953-54)	4860.00	26 10.00
Leppert, Ella C.	Ed.D.	Social Science	4680.00	5040.00
Dalluge, DeVerne	Ed.D.	Physical Science	4410.00	4860.00
Johnson, Blossom	Ed.D.	Home Economics	4455.00	4860.00

*Indicates Head of Department or Director of Division.

Salaries in parentheses are those of staff on non-sabbatical leave who will not receive any salary for the school year 1953-1954.

Assistant Professors

Ellis, Margery A.	A.M.	Foreign Lang. ("A" Block)	5220.00	5490.00
Hinman, Dorothy	M.A.	English ("A" Block)	5220.00	5490.00
Allen, Mabel Clare	M.A.	Speech	4950.00	5490.00 Sp.
Day, Alta J.	M.A.	Business Education	4950.00	5490.00 Sp.
Flagg, Elinor B.	M.S.	Mathematics	4950.00	5490.00 Sp.
Hayden, Wezette A.	M.A.	Education	4950.00	5490.00 Sp.
Ross, Josephine	M.A.	Home Economics	4950.00	5490.00 Sp.
Stroud, Ruth	M.S.	English	4950.00	5490.00 Sp.
Arnold, Mary S.	A.M.	Education	4860.00	5130.00
Barber, G. Bradford	M.A.	Speech	4860.00	5130.00
Bey, Douglas R.	A.M.	Mathematics	4950.00	5130.00
Brunk, Dorothy G.	M.A.	Social Science	4860.00	5130.00
Buell, Mary E.	M.A.	Home Economics	4950.00	5130.00
Crompton, Mabel P.	S.M.	Geography	4950.00	5130.00
Douglass, T. J.	M.S.	Agriculture	4860.00	5130.00
Ebel, Alice L.	A.M.	Social Science	4860.00	5130.00
Force, Thelma	M.A.	Educ. (Sab. 1st Sem. only)	4860.00	3847.50
Frye, Harold E.	M.A.	Health and P. E.	4860.00	5130.00
Green, John W.	M.S.	Agriculture	4860.00	5130.00
Hammerlund, C. M.	M.S.	Industrial Arts	4860.00	5130.00
Hess, Leland E.	A.M.	Social Science	4860.00	5130.00
Hitchcock, Alice	M.A.	Education	4860.00	5130.00
Huggins, Ruth C.	A.M.	English	4950.00	5130.00
Ivens, Howard J.	A.M.	Physical Science	4950.00	5130.00

TEACHERS COLLEGE BOARD

Name	Academic Degree	Department	Salary 1952-1953	Salary 1953-1954
Laubaugh, L. E.	A.M.	Agriculture	4860.00	5130.00
McDavitt, Neva	A.M.	Geography	4950.00	5130.00
Nelson, Thelma	M.A.	English	4860.00	5130.00
Ogle, Alice R.	M.A.	Art	4860.00	5130.00
Robie, Doris	M.A.	Health and P. E.	4950.00	5130.00
Sherrard, Wayne F.	M.M. in Ed.	Music	4950.00	5130.00
Smith, L. S.	A.M.	Physical Science	4860.00	5130.00
Struck, Edwin G.	M.S.	Health and P. E.	4860.00	5130.00
Tudor, Raymond W.	M.A.	English	4860.00	5130.00
Webb, Mary D.	M.A.	Business Education	4950.00	5130.00
Wilcox, Charlotte E.	M.S.P.H.	Biological Science	4860.00	5130.00
Winegarner, Lela	A.M.	English	4950.00	5130.00
Woodburn, John H.	Ph.D.	Science	4950.00	5130.00
Yates, Ruth V.	M.A.	Speech (Sab. 1st Sem. only)	4860.00	3847.50
Billingsley, Allie Ward	M.A.	Foreign Languages	4770.00	4950.00
Fensholt, Dorothy E.	Ph.D.	Biological Science	4770.00	4950.00
Kurth, Clarence H.	Ed.D.	Education	4770.00	4950.00
Lundvall, Ruth M.	M.A.	Education	4770.00	4950.00
Mansfield, Faye E.	M.A.	Education	4680.00	4950.00
Mecay, Leroy E.	A.M.	Biological Science (Sab. Leave 1st Sem. only)	4680.00	3712.50
Parker, Mary R.	M.A.	Art (Non-Sab. Leave 1953-54)	4680.00	(4950.00)
Roell, Candace	M.A.	Health and P. E.	4770.00	4950.00
Russell, Elizabeth	M.A.	Education	4770.00	4950.00
Wise, Vermell	M.A.	English (Sab. Leave 1953-54)	4770.00	2475.00
Barford, George	M.S.	Art	4410.00	4770.00
Brown, Francis	M.A.	Mathematics	4500.00	4770.00
Cole, Ruth	M.A.	Education	4500.00	4770.00
Eikenberry, Alice	M.A.	Social Science	4500.00	4770.00
Gillett, Arley F.	M.A.	Health and P. E.	4590.00	4770.00
Hackett, Perry	M.Mus.	Music	4500.00	4770.00
Helgeson, Arlan C.	Ph.D.	Social Science	4590.00	4770.00
Hoyman, Verna A.	M.A. in Ed.	English	4590.00	4770.00
Jessa, Marie	M.A.	Business Education	4590.00	4770.00
Lewis, Marjorie	M.A.	Education	4590.00	4770.00
Mauck, Inez	A.M.	Education	4410.00	4770.00
Moore, Harold A.	M.S.	Biological Science	4455.00	4770.00
Nyquist, Edna	A.M.	English (Non-sab. Leave 1953-1954)	4770.00	(4770.00)
Stein, Ethel	M.A.	Education	4500.00	4770.00
Tarrant, Thalia J.	A.M.	Social Science	4590.00	4770.00

PROCEEDINGS

Name	Academic Degree	Department	Salary 1952-1953	Salary 1953-1954
Thams, Paul F.	A.M.	Education	4590.00	4770.00
Wheeler, Harriet R.	M. A.	Business Educ. (Sab. Leave 1953-1954)	4500.00	2385.00
Alexander, Frances M.	A.M.	Social Science	4410.00	4590.00
Almy, Theodore	A.M.	English	4275.00	4590.00
Benton, Ralph A.	M.A.	Agriculture (Sab. Leave 1953-1954)	4410.00	2295.00
Bird, Ruth	M. A.	Health and P. E.	4275.00	4590.00
Cernich, Zora	M. A.	Health and P. E. (Non- sab. Leave 1953-1954)	4410.00	(4590.00)
Chiles, Helen	A.M.	Foreign Languages	4410.00	4590.00
Gates, Gerald	M.F.A.	Art	4320.00	4590.00
Hammond, Robert G.	M.A.	Industrial Arts	4275.00	4590.00
Heldt, Carl D.	M.P.E.	Health and P. E.	4365.00	4590.00
Keeley, Benjamin J.	M.A.	Social Science	4410.00	4590.00
McEwen, Helen	M. A.	Business Education	4320.00	4590.00
Paulson, Harold G.	M.A.	Education	4320.00	4590.00
Sheveland, Alice	M.A. in Ed.	Education (Childrens School 12 mo.)	4320.00	4590.00
Vance, Arden L.	M.M.	Music	4365.00	4590.00
Young, Lyle M.	Ed.D.	Music	4410.00	4590.00
Becker, James	M.A.	Social Science	4230.00	4410.00
Cameron, Anne	M.S.	Home Economics	4275.00	4410.00
Garton, Malinda	A.M.	Education-Spec. Educ.	4140.00	4410.00
Peikert, Cecilia	M.S.	Director of Museums	4050.00	4410.00
		Industrial Arts (New)	---	4410.00
		Music (Spector Sab. Leave)	---	4410.00
		Business Education (Wheeler, Sab. Leave)	---	4050.00
		Health and P. E. (Farnsworth)	---	4050.00

Instructors

Goff, James F.	M.S. in Ed.	Health and P. E.	4365.00	4680.00
Howard, Josephine	M.A.	Education	4365.00	4680.00
McEvoy, Dorothy	M.A.	Education	4365.00	4680.00
Mizer, Orrin G.	M.A.	Education (Childrens School 12 mo.)	4365.00	4680.00
Shea, Grace R.	R.N., M.A.	Health Education	4410.00	4680.00
Wade, Francis	M.A.	Social Science	4680.00	4680.00
Westhoff, Margaret	M.S.	Music	4410.00	4680.00
Bremer, Alma	A.M.	Home Economics	4320.00	4500.00
Damm, Frances L.	M.S. in Ed.	Education	4320.00	4500.00
Hagman, Lucille G.	M. A.	Education	4230.00	4500.00

TEACHERS COLLEGE BOARD

Name	Academic Degree	Department	Salary 1952-1953	Salary 1953-1954
Headley, Will C.	M.Mus.	Music	4275.00	4500.00
Hiler, Alta Grace	M.A.	English	4275.00	4500.00
Johnson, Bernadine	M.E.	Home Economics (Sab. Leave 1953-1954)	4275.00	2250.00
Jorgensen, Margaret	M.A.	Education	4230.00	4500.00
O'Brien, Alice	M.S. in Ed.	Education-Spec. Educ.	4500.00	4500.00
Parret, Margaret	M.A.	Speech	4320.00	4500.00
Rozum, Mary A.	M.S.	Education	4275.00	4500.00
Tasker, Vivian	M.A.	Education	4320.00	4500.00
Udstuen, Sadie B.	M.A.	Education	4320.00	4500.00
DeWeese, Harold	M.S. in Ed.	Physical Science	4140.00	4320.00
Kuntz, Lowell J.	M.S. in Ed.	Music	4005.00	4320.00
Schell, Wilma M.	M.M.	Music	4140.00	4320.00
Templeton, Donald F.	M.A.	English	4140.00	4320.00
		Biological Science (Ives)	4140.00	4320.00
Benjamin, Paul K.	M.A.	Health and P. E.	3960.00	4140.00
Engberg, Edna	M.Ed.	Health and P. E.	3960.00	4140.00
Blomgren, Roger D.	M.A.	Industrial Arts	3870.00	4140.00
Farmer, Louise	M.S. in Ed.	Education	3960.00	4140.00
McGee, Rosemary	M.S. in Ed.	Health and P. E. (Non- sab. Leave 1953-1954)	3960.00	(4140.00)
Parker, Donald R.	M.S.	Biol.-Lab. Tech (12 mo.	5100.00)	4140.00
Popejoy, William D.	M.A.	Mathematics	3960.00	4140.00
Porter, Charles	M.S. in Ed.	Industrial Arts (Non- sab. Leave, 1953-1954)	3960.00	(4500.00)Sp.
Wesle, John	M.A.	Art	3960.00	4140.00
Bradford, Margaret	M.A.	Home Economics	3780.00	3960.00
Carlock, John R.	M.S. in Ed.	Biological Science	3780.00	3960.00
Miner, Margie Jeanne	M.S.	Health and P. E.	3780.00	3960.00
Richards, Doris	M.S.	Speech (Non-Sab. Leave 1953-1954)	3780.00	(3960.00)
		Art (Parker Non-sab. Leave)	---	3960.00
		Industrial Arts (Porter Non-sab. Leave)	---	3960.00
		Speech (Richards Non- Sab. Leave)	---	3960.00
Parker, Louise	M.P.H.	Health Education (12 mo.	4740.00)	3780.00
Wigell, Wayne	M.S. in Ed.	Education	3555.00	3780.00
Bass, Buford H.	M.S. in Ed.	Industrial Arts	3105.00	3600.00
<u>Faculty Assistants</u>				
French, Joseph	M.S. in Ed.	Education (Non-sab. Leave 1953-1954)	3555.00	(3555.00)

PROCEEDINGS

Name	Academic Degree	Department	Salary 1952-1953	Salary 1953-1954
Claus, John R.	B.S. in Ed.	Agriculture (Childrens School 12 months)	3240.00	3420.00
Crews, Warren	M.S. in Ed.	Health and P. E.	3105.00	3375.00
Stone, Dorothy Ann	B. A.	Education	3150.00	3330.00
<u>Library Staff</u>				
Welch, Eleanor W.	M.S.	Assoc. Prof. Director of Libraries	5715.00	5760.00 Sp.
Zimmerman, Ruth	M.A.	Asst. Prof. Assistant Librarian	4860.00	5490.00 Sp.
Speer, Eunice H.	M.S.	Asst. Prof. Assistant Librarian	4860.00	5130.00
Guthrie, Clara L.	M.S.	Asst. Prof. Assistant Librarian	4860.00	5130.00
Metzler, Winifred	M.A.	Instructor Assistant Librarian	4455.00	4680.00
Crosby, Lucile Z.	M.S. in Ed.	Asst. Prof. Assistant Librarian	4410.00	4590.00
Lawrence, Margaret	M.A.	Asst. Prof. Assistant Librarian	4410.00	4590.00
Pohle, Genevieve A.	M.A.	Asst. Prof. Assistant Librarian	4275.00	4590.00
Galaway, Beryl T.	A.M.L.S.	Instructor Assistant Librarian	4230.00	4500.00
Kreuz, Loretta A.	M.S. in L.S.	Instructor Assistant Librarian	4230.00	4500.00
Dooley, Helen	M. A.	Instructor, Assistant Librarian	4230.00	4500.00
Gienapp, Augusta	B.S. in L.S.	Instructor Assistant Librarian	4050.00	4320.00
Plotnicky, Gertrude	---	Instructor, Assistant Librarian	3960.00	4140.00

10. Administration, July 1, 1953 - June 30, 1954

The following persons, on an academic basis and listed in order of salary, are recommended for employment in regular positions as indicated for the calendar year July 1, 1953 to June 30, 1954, with salaries indicated at the extreme right, these appointments and salaries effective July 1, 1953.

TEACHERS COLLEGE BOARD

Name	Academic Degree	Payroll Title	Position Nature of Work	Salary 1952-1953	Salary 1953-1954
Fairchild, R. W.	Ph.D.	President	President	\$13000.00	\$13000.00
Larsen, Arthur H.	Ph.D.	Professor	Dean	9000.00	9600.00
Carrington, J. W.	Ph.D.	Professor	Director of Laboratory School Experiences	8520.00	9240.00
Ullsvik, Bjarne R.	Ph.D.	Professor	Admin. Assistant to the President	8280.00	8760.00
Miller, L. W.	Ph.D.	Professor	Dir. Univ. Field Serv.	7800.00	8520.00
Linkins, R. H.	A.M.	Assoc. Prof. Ex. Asst. Ed. & Ad.	Dean of Men	7920.00	8400.00
			Dir. Univ. Health Serv.	----	8400.00
Lovell, Harry D.	Ed.D.	Professor	Principal, Univ. H. S.	7560.00	8040.00
Taylor, Glenn J.	Ph.D.	Professor	Dir. Hearing Lab.	7680.00	8040.00
Hancock, H. J.	M.S.	Assoc. Prof.	Dir. of Athletics	7140.00	7680.00
Keaton, Anna L.	Ph.D.	Assoc. Prof. Ex. Asst. Ed. & Ad.	Dean of Women	7380.00	7920.00
Replogle, Vernon L.	Ed.D.	Assoc. Prof.	Principal, Metcalf Elementary School	7380.00	7920.00 sp.
Gibson, Harold E.	Ph.D.	Assoc. Prof.	Dir. Bureau of Appointments	7020.00	7680.00
Miller, Murray Lincoln	Ph.D.	Assoc. Prof.	Dir. Audio-Visual Aids	7620.00	7680.00
Reusser, John L.	Ph.D.	Assoc. Prof.	Principal, Childrens School	7140.00	7680.00
Ensign, Preston M.	B.Ed.	Ex. Asst. Ed. & Ad.	Business Manager	6900.00	7620.00 sp.
Hall, Gertrude M.	Ed.D.	Assoc. Prof.	Director of Publicity	7020.00	7440.00
Lauby, Cecilia	Ed.D.	Assoc. Prof.	Coordinator, Student Teaching	6840.00	7440.00
Norton, Stanley K.	Ph.D.	Assoc. Prof.	Assistant Dean of Men	6960.00	7440.00
Brenneman, Elsie	M.A.	Asst. Prof. Ex. Asst. Ed. & Ad.	Director of Admissions	7020.00	7260.00
Kirchhoefer, Esther	M.A.	Instructor Ex. Asst. Ed. & Ad.	Registrar	6240.00	6720.00
O'Connor, Burton L.	Ed.D.	Assoc. Prof.	Dir. Univ. H. S. Athletics	6240.00	6720.00
Rickman, Lillie Mae	A.M.	Asst. Prof.	Prin., Spec. Edu. Building	6240.00	6600.00
Anderson, William	M.S. in Ed.	Instructor	Dir. Alumni Relations	5880.00	6240.00
Terrill, Isabelle	A.M.	Instructor	Dir. Women's Residence Halls, Asst. Dean of Women	5640.00	6240.00 sp

PROCEEDINGS

Name	Academic Degree	Payroll Title	Position Nature of Work	Salary 1952-1953	Salary 1953-1954
White, William V.	M.S. in Ed.	Instructor	Dir. Univ. Press	5340.00	6000.00 sp
Honn, Max L.	M.S.	Instructor	Asst. Dir. Univ. Press	5340.00	5760.00
Smith, Nelson	M.S. in Ed.	Instructor	Publicity-Audio Visual	5280.00	5520.00
Steele, J. Russell	M.S. in Ed.	Instructor	Publicity-H. and P. E.	5280.00	5520.00
Malmberg, Eloise	A. B.	Ex. Asst. Ed. & Ad.	Director of Housing	4920.00	5160.00
Melrose, Ferne M.	B. Ed.	Ex. Asst. Ed. & Ad.	Recorder	4920.00	5160.00
Carver, Katherine	A. M.		Emeritus Instructor	2100.00	2100.00
Dexheimer, Lora M.			Emeritus Instructor	2100.00	2100.00
Ela, Clara E.			Emeritus Instructor	2100.00	2100.00
Eyestone, Lura M.	B. S.		Emeritus Instructor	2100.00	2100.00

11. Illinois Soldiers and Sailors Childrens School Staff

- a. Although most of the salaries of staff members at the Childrens School are paid by the Department of Public Welfare, there are four of them that are paid through the University. These are Dr. John L. Reusser, Principal, Mr. Orrin G. Mizer, Instructor and Assistant Principal, Miss Alice Sheveland, Assistant Professor, and Mr. John R. Claus, Faculty Assistant, whose salaries are indicated in the previous listing of the faculty of the University as paid for through the Teachers College Board. Staff members at the Childrens School and their salaries paid through the Department of Public Welfare, effective from July 1, 1953 on a twelve months basis, are listed here in alphabetical order as a matter of record.

<u>Name</u>	<u>Position</u>	<u>Salary</u>	
		<u>1952-1953</u>	<u>1953-1954</u>
Baker, Gladys	Fifth Grade	5352.00	5544.00
Bauer, Veda	Jr. High Mathematics	5352.00	5544.00
Bramble, Edith	Home Economics	4992.00	5184.00
Erbe, Gertrude	Vocal Music	5352.00	5544.00
Freese, Joseph	Printing	5112.00	5304.00
Gleisner, Roland	Jr. High English	5352.00	5544.00
Gray, Rolland O.	General Metal Shop	5352.00	5544.00
Hard, Ruby	Second Grade	5112.00	5304.00
Hardine, Doris	Instrumental Music	5352.00	5544.00

TEACHERS COLLEGE BOARD

<u>Name</u>	<u>Position</u>	<u>Salary</u>	
		1952-1953	1953-1954
Houghton, J. Edgar	General Wood Shop	5352.00	5544.00
Kepner, Clara	Fourth Grade	5352.00	5544.00
Knuppel, Fred J.	Arts and Crafts	5352.00	5544.00
Koenig, Lucile	Sixth Grade	5232.00	5424.00
Massey, Beth	Fourth Grade	Loaned to Metcalf	5304.00
Park, Leslie	Boys Physical Education	5232.00	5424.00
Pumphrey, Mable	Fifth Grade	5352.00	5544.00
Ryden, Verner	Jr. High Social Studies	5232.00	5424.00
Saller, Marceil	Library	5112.00	5304.00
Sanders, Herbert	Instrumental Music	5232.00	5424.00
Shea, Josephine	Sixth Grade	5352.00	5544.00
Keough, Betty	Girls Physical Education	4752.00	4944.00

III. OTHER EMPLOYEES

1. Death

- a. Mr. James Beckley, Painter, died on April 23, 1953.

2. Resignations

- a. Mr. Eugene T. Alexander, Janitor, effective April 3, 1953.
- b. Miss Hester Bailey, student worker on the twenty-five hour per week basis in the High School Office, effective April 25, 1953.
- c. Mrs. Domini M. Burrige, Bookkeeping Machine Operator I, effective April 15, 1953, in order to be with her husband who is in military service.
- d. Mr. Arthur D. Howard, Men's Locker Room Attendant, effective June 12, 1953.
- e. Miss Evelyn Keller, Health Service Nurse, effective February 23, 1953.
- f. Mrs. Judith E. McGregor, Clerk Typist I in the Bureau of Appointments, effective January 31, 1953, for health reasons.
- g. Mr. William H. Mann, Maintenance Worker, effective April 10, 1953.
- h. Mr. Edward Morsch, student worker in the men's intramural program, effective January 31, 1953.

PROCEEDINGS

- i. Mr. Thornton Stamper, Driver, effective April 15, 1953.
- j. Mrs. Louise Sanders, Health Service Nurse, effective Sept. 1, 1953.
- 3. Temporary Leave of Absence
 - a. Miss Genevieve Stang, a student service as Clerk Stenographer I in the office of the Director of Field Services, effective January 24, 1953, through March 31, 1953, in order to do off-campus student teaching.
- 4. Leave of Absence
 - a. Mr. Jacque Osborn, Cook Grill Man, effective March 31, 1953, due to injuries from an automobile accident.
- 5. Change in Status and/or Salary
 - a. Mr. Peter Bakas, Assistant to the Business Manager in the Business Office, from \$370.00 per month to \$405.00 per month, effective May 1, 1953.
 - b. Mr. Robert Bower, student worker on the twenty-five hour per week basis, from \$70.00 per month to \$85.00 per month, effective February 2, 1953, due to his no longer being provided with sleeping quarters in the Health Service where he served as part-time orderly in the infirmary.
 - c. Mr. Melvin Currie, from Clerk II in the Mailing Room to Mailing Service Supervisor, effective January 16, 1953, to take the place of Mr. Wilbur F. Steingraber, resigned, with a change in salary from \$160.00 per month, to \$300.00 per month.
 - d. Mr. John Sealock, Supervising Accountant in the Business Office, from \$395.00 to \$425.00 per month, effective May 1, 1953.
 - e. Miss Phyllis Stiegelmeier, Clerk II as Assistant to the Accountant in the Business Office, from \$210.00 per month to \$250.00 per month, effective from May 1, 1953.
 - f. Mr. William Unger, who was changed from the classification of Maintenance Worker to Stationary Fireman on August 1, 1952, an automatic increase from \$275.00 to \$295.00 per month, effective February 1, 1953.
- 6. Classification Established
 - a. Mr. Ervin Franklin Kennedy, whose classification was listed as pending in the January 10, 1953 report, has now been given the classification of Food Production Manager.

TEACHERS COLLEGE BOARD

7. Reinstatement

- a. Mr. Eugene A. Hunter, Janitor, following his return from military service, to take the place of Mr. Eugene T. Alexander, resigned, effective April 1, 1953, at a salary rate of \$175.00 per month.

8. New Appointment (Position authorized in January 19, 1953, Board Report)

- a. Mr. Jacque Osborn, as Cook Grill Man, effective January 17, 1953, at a salary rate of \$170.00 per month, to fill a new created position.

9. New Appointments (Replacements)

- a. Mr. William Benner, as a student worker on the twenty-five hour per week basis in the Biological Science Department, effective February 2, 1953, at a salary of \$85.00 per month, this appointment being an extension of work and salary from a previous position.
- b. Mrs. Ann Carmody, as Clerk Stenographer I, on temporary appointment to take the place of Miss Genevieve Stang, on leave, effective from January 24 to March 28, 1953, at a salary of \$160.00 per month.
- c. Mrs. Barbara Coppenbarger, as Cook Grill Man, effective April 16, 1953, at a salary rate of \$170.00 per month, to take the place of Mr. Jacque Osborn, on leave.
- d. Mr. Robert D. Cryer, as a student worker on the twenty-five hour per week basis in the Department of Health and Physical Education for Men, effective February 2, 1953, at a salary of \$85.00 per month, to fill a new position but to be paid from money saved in not appointing a person for work in the University Press.
- e. Miss Grace Gentry, as a student worker on the twenty-five hour per week basis in the Special Education Building, effective February 2, 1953, at a salary of \$85.00 per month, to take the place of Miss Marjorie Friedrich, resigned.
- f. Mr. Frank Hinds, as a student worker on a limited basis in connection with the intramural program, effective February 2, 1953, at a salary of \$37.50 per month, to take the place of Mr. Edward Morsch, resigned.

10. Classified Employees for 1953-1954

- a. The following Civil Service employees, on a basis not to

PROCEEDINGS

exceed twelve months for the period beginning July 1, 1953 and arranged in alphabetical order within classifications, are recommended for employment at salaries indicated.

Position		Office	1952-1953	1953-1954
Number	Name		Annual	Annual
** (I-CS)			Salary	Salary
<u>Supervising Accountant</u>				
36	Sealock, John H.	Business	\$ 5100.00	\$ 5220.00
<u>Junior Purchasing Assistant</u>				
39	Garls, Mary K.	Business	3000.00	3120.00
<u>Assistant to Business Manager</u>				
164	Bakas, Peter R.	Business	4860.00	4980.00
<u>Head Cashier</u>				
37	Roseman, Ferne A.	Business	4080.00	4200.00
<u>Chief Clerk I</u>				
25	Kurtz, Mary J.	Alumni	3120.00	3300.00
<u>Chief Clerk II</u>				
12	Reilly, Marie C.	Dean of Women	3600.00	3720.00
22	Van Beynen, Mardelle	Publicity	3840.00	3900.00
8	Wallace, Ferne M.	Registrar (Asst. to Registrar)	3720.00	3840.00
<u>Chief Clerk III</u>				
3	Boundy, Lottie V.	Dean of Univ. (Asst. to Dean)	4440.00	4560.00
20	Meeker, Lorene	Bur. of Appts. (Asst. to Dir.)	4440.00	4560.00
6	Ritchie, Florence M.	Admissions (Asst. to Dir.)	3840.00	3900.00
<u>Clerk III</u>				
83	Staker, Anna F.	Health Service	2820.00	2940.00
55	Stiegelmeier, Phyllis	Business	3000.00	3120.00
<u>Clerk II</u>				
38	Camboni, Joanne	Business	2160.00	2160.00
		Mailing Service	2040.00	2160.00
<u>Clerk I</u>				
45	Edwards, Ruth Ellen	Business	2160.00	2220.00
<u>Chief Library Clerk</u>				
50	Clem, Ruth	Library	3300.00	3420.00

TEACHERS COLLEGE BOARD

Position Number	Name	Office	1952-1953 Annual Salary	1953-1954 Annual Salary
** (I-CS)				
<u>Library Clerk II</u>				
51	Van Huss, Hazel J.	Library	2520.00	2520.00
52	Wannemacher, Donna J.	Library	1920.00	2100.00
<u>Clerk-Stenographer III</u>				
21	Fox, Sarah	Bureau of Appointments	3060.00	3180.00
<u>Clerk-Stenographer II</u>				
34	Erickson, Edna L.	Biology	2808.00	2880.00
163	Gardner, Marian L.	Testing Service	2400.00	2520.00
<u>Clerk-Stenographer I</u>				
28	Gardner, Patricia	Special Education	1920.00	2100.00
19	Gustafson, Betty L.	Special Education	2160.00	2280.00
16	Kennedy, Betty S.	Assistant Dean of Men	2580.00	2640.00
13	McKenna, Helen A.	Dean of Women	2544.00	2700.00
18	Olson, Norma	High School	1920.00	2100.00
31	Schoenborn, Betty	Audio-Visual Education	1920.00	2160.00
10	Sieg, Marjean	Recorder	2100.00	2220.00
33	Soeldner, Emma F.	Women's Physical Education	2352.00	2472.00
26	Stang, Genevieve	Field Services	1920.00	2280.00
7	Sutter, Gloria Anne	Admissions	2280.00	2400.00
41	Wrice, Joanne	Business	2556.00	2700.00
<u>Clerk-Typist II</u>				
156	Barton, Helen M.	Art	2040.00	2100.00
149	Starkey, Barbara J.	Bureau of Appointments	1920.00	2040.00
<u>Clerk-Typist I</u>				
30	Gillett, Wyona	Music	1920.00	2160.00
29	Hill, Shirley J.	Special Education	1920.00	2100.00
9	Lenegar, Mary C.	Registrar	1980.00	2100.00
150	Marton, Signe	Registrar	1920.00	2040.00
4	Moore, Andrea V.	Dean of the University	1920.00	2040.00
32	Render, Bettyglen	Men's Physical Education	1920.00	2040.00
11	Schad, Dorothy M.	Recorder	2292.00	2400.00
<u>Residence Hall Director</u>				
53	*Hackett, Dean E.	New Men's Residence	3240.00	3480.00
54	*Owens, Ethel L.	New Women's Residence	3240.00	3480.00
<u>Food Service Manager</u>				
165	*Bradford, Alice R.	Director Food Services	5640.00	5880.00

*Plus maintenance valued at \$80.00 per calendar month.

PROCEEDINGS

			1952-1953	1953-1954
Position		Office	Annual	Annual
Number	Name		Salary	Salary
** (I-CS)				
<u>Head Health Service Nurse</u>				
74	Weber, Gyneth H.	Health Service	4260.00	4440.00
<u>Health Service Nurse</u>				
79	Culbertson, Frances (11mo.)	Health Service	2970.00	3025.00
81	Dunbar, Roxa K. (11 mo.)	Health Service	2750.00	2970.00
152	Fenton, Mina E. (11 mo.)	Health Service	2970.00	3025.00
77	Littlefield, Patricia (11mo.)	Health Service	2970.00	3025.00
75	Sanders, Louise (11 mo.)	Health Service	2750.00	2750.00
<u>Bookkeeping Machine Operator II</u>				
40	Aucutt, Bernadine	Business	2820.00	2880.00
<u>Bookkeeping Machine Operator I</u>				
42	_____	Business	2460.00	2400.00
<u>Duplicating Machine Operator II</u>				
49	O'Neal, Janice	Duplicating	2148.00	2280.00
<u>Duplicating Machine Operator I</u>				
48	Grosenbach, Gail E.	Duplicating	2100.00	2100.00
<u>Switchboard Operator</u>				
27	Fuller, Helen D.	Special Education	1920.00	2040.00
<u>Secretary I</u>				
2	Heinecke, Dorothy B.	President	3240.00	3600.00
15	Richardson, Dorothy S.	Dean of Men	3000.00	3120.00
5	Shols, Arleen F.	Dean of University	2700.00	3000.00
<u>Secretary II</u>				
17	McQueen, Oressa	Laboratory School Experiences	3540.00	3720.00
<u>Secretary III</u>				
1	King, Dorothy W.	President (Secretary to Pres.)	4680.00	5100.00
<u>Inventory Supervisor</u>				
162	Taylor, Loretta I.	Business	2400.00	2580.00
<u>Mailing Service Supervisor</u>				
44	Currie, Melvin W.	Mailing Service	3600.00	3720.00

TEACHERS COLLEGE BOARD

Position Number Name	Office	1952-1953 Annual Salary	1953-1954 Annual Salary
**(I-CS)			
<u>Office Supervisor</u>			
47 Russell, Helen	Duplicating	3780.00	3960.00
<u>Tabulating Machine Supervisor</u>			
46 Sears, Ferrell S.	I. B. M.	4200.00	4380.00
<u>Residence Hall Assistant</u>			
35 *	Fell Hall	1800.00	2100.00

*Plus maintenance valued at \$80.00 per calendar month.

**The designation I-CS is used for Civil Service positions with the "I" designating Illinois State Normal University, and "CS" meaning Civil Service. This designation ordinarily precedes all numbers for employees when referred to separately.

- b. Classified employees covered by Negotiated Salary Schedule for a period not to exceed twelve months beginning July 1, 1953, payable from appropriation for Personal Services General Revenue Fund.

Position Number	Name	Starting Date	Salary Month	1952-1953 Year		Salary Month	1953-54 Year
<u>I- CS</u>							
<u>Janitor</u>							
89	Dunn, Ollie	8-1-31	\$ 264.00	\$ 3168.00		\$ 269.00	\$ 3228.00
102	Frisch, Clarence A.	9-11-51	200.00	2337.50		225.00	2700.00
153	Hill, Robert	9-29-52	175.00	1591.53	To 9-30-53	200.00	
					Fr. 10-1-53	225.00	2625.00
96	Hunter, Eugene A.	4-1-53	175.00	2237.50	To 3-31-54	200.00	
					Fr. 4-1-54	225.00	2475.00
90	Hunter, Eugene F.	7-1-42	264.00	3168.00		269.00	3228.00
91	King, Edgar	7-1-42	264.00	3168.00		269.00	3228.00
92	Mays, Richard	2-1-44	264.00	3168.00		269.00	3228.00
105	Meredith, Richard H.	1-16-51	200.00	2400.00		225.00	2700.00
106	Murray, Frank H.	9-1-49	202.00	2424.00		225.00	2700.00
107	Samuels, Carl B.	7-2-51	200.00	2400.00		225.00	2700.00
109	Seiler, George V.	6-19-50	200.00	2400.00		225.00	2700.00
95	Thompson, Emmett	4-1-20	264.00	3168.00		269.00	3228.00
<u>Janitress</u>							
97	Bond, Christina	9-7-48	207.00	2484.00		217.00	2604.00
98	Bond, Kate	8-1-50	174.00	2088.00		190.00	2280.00
99	Bonny, Catherine	6-1-40	222.00	2664.00		222.00	2664.00

PROCEEDINGS

Position		Starting Date	Salary Month	1952-1953		Salary 1953-54	
Number	Name			Year		Month	Year
I-CS							
<u>Janitress (Continued)</u>							
111	Dunn, Elmina A.	9-17-51	170.00	1990.00		190.00	2280.00
155	Giles, Zennia	11-15-51	170.00	1950.00		190.00	2280.00
104	Manuel, Ferne C.	12-15-50	170.00	2040.00		190.00	2280.00
110	Shipley, Alma	11-15-50	170.00	2040.00		190.00	2280.00
<u>Groundsman</u>							
119	Collins, Thomas J.	5-16-49	235.00	2820.00		245.00	2940.00
124	Coon, Carl E.	7-19-42	263.00	3156.00		268.00	3216.00
121	Erbe, John H.	11-1-42	235.00	2820.00		245.00	2940.00
122	Mallory, George	9-1-42	235.00	2820.00		245.00	2940.00
123	Mattingly, Robert	10-1-44	235.00	2820.00		245.00	2940.00
125	Monical, William	11-19-40	263.00	3156.00		268.00	3216.00
120	Search, George M.	5-16-49	235.00	2820.00		245.00	2940.00
<u>Grounds Gardener</u>							
126	Schmalz, Otto	11-19-32	268.00	3216.00		278.00	3336.00
<u>Watchman</u>							
113	Janick, Frank	7-11-44	238.00	2856.00		248.00	2976.00
114	Nice, Roscoe	8-1-35	238.00	2856.00		248.00	2976.00
115	Schroeder, August	9-20-46	238.00	2856.00		248.00	2976.00
<u>Laundry Worker</u>							
142	Bean, Alma E.	8-19-47	214.00	2568.00		224.00	2688.00
143	Campbell, Lyda A.	7-1-45	214.00	2568.00		224.00	2688.00
<u>Laundry Foreman</u>							
141	Winstead, Eugene	6-2-47	237.00	2844.00		247.00	2964.00
<u>Driver</u>							
127	Fitzgerald, Russell	1-1-50	290.00	3480.00		300.00	3600.00
128	---	---	290.00	3480.00		250.00	3000.00
<u>Assistant Farmer</u>							
146	Anderson, William R.	11-15-49	225.00	2700.00		240.00	2880.00
23	Cole, Russell M.	11-10-48	250.00	3000.00		260.00	3120.00
148	Graves, Paul	9-1-42	282.00	3384.00		282.00	3384.00
133	Howard, Ben	12-13-48	228.00	2736.00		240.00	2880.00
147	Monical, John	4-1-50	225.00	2700.00		240.00	2880.00
145	Stiles, Fred L.	1-2-51	225.00	2700.00		240.00	2880.00
154	Webster, Harold S.	9-4-43	282.00	3384.00		282.00	3384.00

TEACHERS COLLEGE BOARD

Position Number I-CS	Name	Starting Date	Salary Month	1952-1953 Year		Salary 1953-54 Month	Year
<u>Maintenance Worker</u>							
135	Johnson, James M.	7-6-43	262.00	3144.00		272.00	3264.00
137	Kistner, Stanley A.	12-30-52	200.00	1471.14	To 12-31-53	200.00	
					Fr. 1-1-54	250.00	2700.00
136	_____	- - - -	200.00	721.10		200.00	2400.00
<u>Utilities and Maintenance Repairman</u>							
129	Foulk, Frank E.	7-6-43	350.00	4136.00		360.00	4320.00
<u>Equipment Attendant</u>							
140	Lahr, Harrison	1-5-53	200.00	2296.00	To 12-31-53	200.00	
					Fr. 1-1-54	235.00	2610.00
<u>Men's Locker Room Attendant</u>							
73	_____	----	240.00	2880.00		200.00	2400.00
<u>Superintendent of Buildings and Grounds</u>							
84	Lawson, W. P.	1-1-42	483.00	5796.00		503.00	6036.00
<u>Chief Plant Operating Engineer</u>							
85	Monninger, Robert	12-1-52	400.00	5380.00		420.00	5040.00
<u>Superintendent of Grounds</u>							
86	Johnson, Harry B.	3-1-43	400.00	4800.00		420.00	5040.00
<u>Superintendent of Buildings</u>							
87	Butler, John H.	10-11-48	317.00	3804.00		337.00	4044.00
<u>Painter</u> (Prevailing rate - \$2.37½ per hour)							
131	Karr, Gordon Dale	7-2-45	403.76	4813.23		403.76	4845.12
130	_____	----	403.76	4813.23		403.76	4845.12
<u>Carpenter</u> (Prevailing rate - \$2.60 per hour)							
132	Leary, Francis J.	2-1-46	442.00	5281.32		442.00	5304.00
151	Lower, Harold L.	11-6-50	442.00	5281.32		442.00	5304.00
134	Speers, William E.	8-1-38	442.00	5281.32		442.00	5304.00
<u>Farm Manager</u>							
144	Mercier, Charles A.	3-1-30	345.00	4140.00		365.00	4380.00
(Plus maintenance of \$60.00 per month)							

PROCEEDINGS

Position							
Number	Name	Starting	Salary	1952-1953		Salary 1953-1954	
I-CS		Date	Month	Year		Month	Year
<u>Stationary Fireman</u>							
116	Dithen, Arthur W.	3-1-46	345.00	4140.00		358.00	4296.00
117	Farmer, Roy R.	9-20-46	345.00	4140.00		358.00	4296.00
88	Reeder, J. E.	12-23-43	345.00	4140.00		358.00	4296.00
94	Thommen, Fred	9-1-43	345.00	4140.00		358.00	4296.00
118	Unger, William M.	8-1-52	295.00	3436.00	To 7-31-53	308.00	
					Fr. 8-1-53	333.00	
					Fr. 2-1-54	358.00	4096.00

c. Classified employees for a period not to exceed twelve months beginning July 1, 1952, payable from appropriation concerned with Auxiliary Enterprises and Bond Revenue Fund.

Janitor

100	Bruaw, Carl	6-23-47	220.00	2640.00		230.00	2760.00
103	Huber, Charles W.	9-11-51	200.00	2337.50		225.00	2700.00
153	Mallory, Louis	4-24-52	200.00	2150.00		225.00	2700.00
93	Miller, Henry	9-1-25	264.00	3168.00		269.00	3228.00
112	Van Nice, A. W.	2-1-48	214.00	2568.00		225.00	2700.00

Janitress

101	Ferguson, Jessie V.	3-8-50	180.00	2160.00		190.00	2280.00
108	Schroeder, Fannie	9-1-48	180.00	2160.00		190.00	2280.00

Maintenance Worker

138	West, Lincoln	2-1-45	240.00	2880.00		250.00	3000.00
139	White, William G.	9-19-42	262.00	3144.00		272.00	3264.00

Cook I

68	Gee, Dorothy A.	9-25-51	220.00	2640.00		*220.00	2640.00
61	Hale, Zola	7-16-45	213.00	2556.00		*220.00	2640.00
160	Henninger, Grace A.	2-26-52	180.00	2160.00		*190.00	2280.00
62	Hull, Edna	7-1-45	213.00	2556.00		*220.00	2640.00
157	Kumler, Susie M.	2-25-52	180.00	2160.00		*190.00	2280.00
66	Miller, Nora B.	4-8-48	195.00	2340.00		*205.00	2460.00
67	Solomon, Imelda F.	9-11-51	180.00	2160.00		*190.00	2280.00
69	Stricker, Edith M.	9-20-51	180.00	2160.00		*190.00	2280.00
70	Winsett, Lena	3-20-50	185.00	2220.00		*195.00	2340.00

Cook II

58	Wardell, Elizabeth	9-1-31	245.00	2940.00		*250.00	3000.00
----	--------------------	--------	--------	---------	--	---------	---------

Kitchen Helper

158	Berry, Laura E.	2-25-52	160.00	1920.00		*170.00	2040.00
159	Foreman, Lou V.	2-26-52	160.00	1920.00		*170.00	2040.00

*Plus maintenance valued at \$30.00 per month.

TEACHERS COLLEGE BOARD

Position		Starting Date	Salary Month	1952-1953 Year	Salary 1953-54	
Number	Name				Month	Year
I-CS						
<u>Kitchen Helper (Continued)</u>						
166	Kennedy, Nellie	10-23-52	150.00	1800.00	*170.00	2040.00
63	Roy, Emma	10-16-52	150.00	1800.00	*170.00	2040.00
161	_____	----	150.00	1800.00	*150.00	1800.00
<u>Head Baker</u>						
60	Canute, Carrie	7-1-45	225.00	2700.00	*235.00	2820.00
<u>Dining Room Cashier</u>						
71	Draper, Sudie	1-15-51	178.00	2136.00	*188.00	2256.00
<u>Salad Maker</u>						
65	Brennan, Fleeta C.	5-18-48	200.00	2400.00	*212.00	2544.00
64	Manuel, Chlora B.	11-17-47	212.00	2544.00	*220.00	2640.00
<u>Storekeeper</u>						
59	Winker, G. A.	8-2-48	260.00	3120.00	*270.00	3240.00
<u>Food Production Manager</u>						
56	Douglass, Rita Aileen	9-22-48	330.00	3960.00	*340.00	4080.00
167	Kennedy, E. F.	12-18-52	325.00	3900.00	*345.00	4140.00
<u>Food Service Supervisor</u>						
57	LaCroix, Ruth Gleiser	9-1-49	175.00	2100.00	*185.00	2220.00
<u>Clerk III</u>						
72	Robbins, Lucile B.	10-22-48	225.00	2700.00	*235.00	2820.00
<u>Cook Grillman</u>						
169	Coppenbarger, Barbara	4-15-53	170.00	2040.00	175.00	2100.00
168	Jones, Bernadine J.	1-3-53	170.00	2040.00	180.00	2160.00
<u>Residence Hall Director</u>						
14	Vissering, Harriet	9-1-52	250.00	2500.00	**270.00	2700.00

*Plus maintenance valued at \$30.00 per month.

**Plus maintenance valued at \$80.00 per month.

- g. Miss Sue Hoover, as a student worker in the High School Office, effective April 27, 1953, at a salary rate of \$85.00 per month on the basis of twenty-five hours per week, to take the place of Miss Hester Bailey, resigned.

PROCEEDINGS

- h. Mrs. Norma Olson, as Clerk Stenographer I in the University High School Office, effective February 2, 1953, at a salary of \$160.00 per month, to take the place of Mrs. Phyllis Quensel, resigned.
- i. Mrs. Barbara Starkey, as Clerk Typist II in the Bureau of Appointments, effective February 2, 1953, at a salary of \$160.00 per month, to take the place of Mrs. Judith McGregor, resigned.

IV. THE ORGANIZATION

No report.

V. THE CURRICULUM

No report.

VI. BUILDINGS AND GROUNDS

1. New Construction in Progress

The approval of House Bill 414 by the legislature and the Governor has made available \$215,000.00 to be used for the completion of the top floor of Fell Hall, and the Governor has already released this money for immediate use. This will make the entire building available for 250 women students (all freshmen except for approximately 30 upper class honor residents) when school opens in September. The south wing and the center extension to the west have been completed and with the installation of new furniture will be available for occupancy. Bids on furniture and furnishings have been presented to the Board and were approved.

It is understood that negotiations with contractors already on the job will cover the remaining construction without formal action of the Teachers College Board in approving new or additional contracts except for the elevator which has now been approved as a new contract.

2. New Construction Needed

It is very apparent from the exceedingly great demand for rooms in residence halls that additional construction of such living quarters on the campus should be undertaken at the earliest possible date. It is understood that the bonding company that handled the new residence hall program on the campuses of the various schools is very pleased with the way that these are operating and seems ready and even anxious to undertake some additional construction of the same type. The situation at Illinois State Normal University is as follows:

TEACHERS COLLEGE BOARD

Residence Hall Situation as of May 7, 1953

	<u>Capacity</u>	<u>Requests</u>	<u>Comments</u>
Fell Hall (freshman women)	250	250	Held for freshmen Waiting list now operating
*Smith Hall (all men)	52	40	Will readily fill
Smith Hall Annex	14	14	
New Hall (upper class women)	158	295	Requests continue to come in
*New Hall (all men)	158	90	Four months before school opens
Cardinal Court Apartments	85	85	Waiting list
Cardinal Court Barracks (single men)	<u>96</u>	<u># Tentative</u>	#May be discontinued
Totals	813	774	

*Reservations for men have only recently been accepted. Men regularly request housing late. All housing for men last year was used and there was a waiting list when school opened. Practically another large hall could have been used.

#A number of tentative reservations have been taken. Due to age and poor condition of buildings, together with difficulty of supervision, this housing for single men may be discontinued.

It would be appreciated if the Board would give consideration looking to the early construction of additional halls since with the enrollment that is certain to increase immediately and for the next few years, it will be necessary to have such living quarters if we are to continue to accept the number of students desiring to enter the University.

It is important to note that at the present time applications of new students to enter in September 1953 as freshmen continue to be more than eighty percent greater than at this same time one year ago. This increase has ranged as high as eighty-eight percent but surprisingly remains very constant at more than eighty percent. Even if this percent of increase were eventually to be cut in half, a forty percent increase would mean a freshman class of over 1000 as compared with 700 last September.

PROCEEDINGS

3. Repairs

Satisfactory progress is being made in the matter of the work being done at the heating plant and in the rewiring of the Industrial Arts Building under the rehabilitation and modernization program. Bids have just been opened and work will be started immediately on the stairs and other rehabilitation in Cook Hall, North Hall and the Metcalf Building following action of the Teachers College Board at this meeting. It is expected that all funds available under the rehabilitation and modernization appropriation will be used by the end of the current biennium.

4. Grounds

It is a pleasure to report that unused funds in connection with the drawing of plans for the new elementary-junior high school building have been returned to the Contingent Fund and are now redesignated for use in the completion of landscaping on the south campus and around the new construction at Fell Hall.

VII. AUXILIARY ENTERPRISES

No report.

VIII. STUDENT LIFE

1. Student Union

Planning for the eventual erection of a student union on a self-liquidating basis continues according to the original schedule established. A proposed plan in a general and very tentative form has been provided and has been presented to the student body with the thought of offering information and creating interest that will call for a voluntary expression to increase the student activity fee in order to provide earmarked funds for meeting the requirements of the bonding company to make possible the construction of this building. The bonding company is very interested in working on this project and will present something in the way of a proposition for consideration of Illinois State Normal University and the later possible approval by the Teachers College Board. It is expected that the entire proposition as to increasing student activity fees, the proposal of the bonding company, and the nature and extent of the building will be ready for presentation to the Board at the meeting on May 18, 1953. A brochure especially prepared for students concerning the proposed Student Union accompanies this Board report.

TEACHERS COLLEGE BOARD

IX. MISCELLANEOUS

1. Speech Activities

Aside from the very good season in such activities as debating, oratory, and extempore speaking, students in the Speech Department of the University won very high honors at the national Pi Kappa Delta Annual Convention at Kalamazoo, Michigan, April 6 - 9. The women's team in combined debating, oratory and extempore speaking won national sweepstakes honors in competition with teams from 120 colleges and universities. The record made by the men's debate team was almost as high as that of the women but did not quite bring them national sweepstakes honors. The contestant in oratory, who had previously won the State Oratorical Contest, was rated first in the nation at Kalamazoo. She competed in the Interstate Oratorical Contest recently held at Northwestern University where she won second place. Her record is all the more outstanding because of her being a freshman student.

X. SUMMARY

Consideration and favorable action by the Teachers College Board is requested and will be appreciated on the following recommendations:

1. Acceptance of the resignations of Dr. Joseph MacCoy and Mr. Harlan Shaw.
2. Granting of sabbatical leaves of absence for the periods of time indicated to Mr. Ralph Benton, Miss Thelma Force, Miss Augusta Gienapp, Miss Esther Griffith, Miss Bernadine Johnson, Mr. Leroy Mecay, Miss Edna Norskog, Dr. Irwin Spector, Miss Harriet Wheeler, Miss Vermell Wise, and Miss Ruth Yates.
3. Granting of non-sabbatical leaves to the following for the entire 1953-1954 school year: Mrs. Mary Parker, Mr. Charles Porter, Miss Doris M. Richards.
4. Extension of the leaves of absence of Miss Marion C. Allen, Dr. Gladys Bartle, Miss Zora Cernich, Mr. Joseph French, Mr. L. W. Hacker, Miss Rosemary McGee, Mr. Leroy Mecay, and Miss Edna Nyquist.
5. Approval of the changes in salary status for Miss Eunice Blackburn and Mrs. Joyce Evans.
6. The appointment of the following persons to positions indicated for periods of time designated: Mrs. Virginia

PROCEEDINGS

Ludwig, Mrs. Gladys L. Jones, Mr. Edward S. Wilde, and Miss Dolores Lauf.

7. Approval of the addition of the names of Mrs. Grace W. Saar and Mrs. Doris Grim as substitute teachers.
8. Approval of changes in rank as indicated for persons listed on pages 305 and 306 of this report.
9. Approval of the employment of faculty for the 1953 summer session at the salaries listed.
10. Approval of the employment of faculty at salaries listed for the 1953-1954 regular school year.
11. Approval of employment of staff members at salaries indicated for positions covering a period of not to exceed twelve months.
12. Acceptance as a matter of record of the teaching staff of the affiliated Illinois Soldiers and Sailors Childrens School as listed.
13. Acceptance of the resignations of Mr. Eugene T. Alexander, Miss Hester Bailey, Mrs. Domini M. Burrridge, Mr. Arthur D. Howard, Miss Evelyn Keller, Mrs. Judith E. McGregor, Mr. William H. Mann, Mr. Edward Morsch, and Mr. Thornton Stamper, at times indicated.
14. Granting of temporary leave of absence to Miss Genevieve Stang.
15. Granting of leave of absence to Mr. Jacque Osborn.
16. Approval of change in the status and/or salary of Mr. Peter Bakas, Mr. Robert Bower, Mr. Melvin Currie, Mr. John Seacock, Miss Phyllis Stiegelmeier, Mr. William M. Unger.
17. Recognition of new classification established for Mr. Ervin Frank Kennedy.
18. Reinstatement of Mr. Eugene A. Hunter, Jr. as janitor.
19. Appointment of Mr. William Benner, Mrs. Ann Carmody, Mrs. Barbara Coppenbarger, Mr. Robert D. Cryer, Miss Grace Gentry, Mr. Frank Hinds, Miss Sue Hoover, Mrs. Norma Olson, Mrs. Barbara Starkey, and Mr. Leonard M. Wrice to positions indicated.

Suggestions and not necessarily recommendations:

It is hoped that there may be some discussion and serious consideration given to the matter of new residence halls.

TEACHERS COLLEGE BOARD

Further, it is hoped that steps may be taken to initiate action looking toward the construction of a Student Union Building.

Respectfully submitted,

R. W. FAIRCHILD

ILLINOIS STATE NORMAL UNIVERSITY NORMAL, ILLINOIS

Supplement to President's Report to Teachers College Board For the Meeting in DeKalb May 18, 1953

The purpose of this supplemental report is to bring to the Teachers College Board items for which bids have been received at too late a date for incorporation into the regular report. Approval is requested for purchases of the following items that exceed \$1,000.00.

1. 1 - 1953, NAA 016 Ford Tractor with proof meter, grease gun and bracket with 10 in., 10 x 28 rear tires and five 50 x 15 front tires. Equipped with one Wagner loader, W-4 third arm, one 19-5 lift type utility blade, and one 10-95A, field cultivator.

Langellier Tractor Company	\$ 2,195.00
Lincoln, Illinois	

Black and Epperson	2,290.00
Urbana, Illinois	

Six-Point Implement Company	2,576.86
Bloomington, Illinois	

Recommendation: Acceptance of the low bid of the Langellier Tractor Company.

2. 1 - 1953 model 1-1/2 ton G.M.C. Truck, Cab Forward, 134" wheel base, Hydraulic lift, flat bed steel 12' long with removable steel sides 24" high, and heater. Including all standard equipment. Less trade-in on a 1947 Ford platform truck, 1-1/2 ton with hoist including all standard equipment.

PROCEEDINGS

Lincoln Truck and Trailer Sales	\$ 2,700.00
Lincoln, Illinois	

McLean County Truck & Farm	2,608.88
Equipment Company	
Bloomington, Illinois	

Recommendation: Acceptance of the low bid of the McLean County Truck & Farm Equipment Company.

3. 1 - 1953 model, Ford Station Wagon, 9 passenger with heater. Including all standard equipment.

Van Motor Sales	\$ 2,346.00
Le Roy, Illinois	

Dana Hudelson, Inc.	2,235.00
Champaign, Illinois	

4. 1 - 1953 Model G.M.C. 1 ton Station Wagon, Campbell Station Wagon Model of Surrey, 12 passenger capacity with luggage carrying ability. Heater and defroster, fresh air type; Oil Filter and Oil Bath Air Cleaner. Shock absorbers all around front and rear. This chasis includes 4 speed synchromesh transmission.

McLean County Truck and Farm	\$ 2,938.52
Equipment Company	
Bloomington, Illinois	

Note: If both the G.M.C. Truck and Station Wagon are purchased from the McLean County Truck and Farm Equipment Company an additional discount of \$75.00 can be obtained.

5. Elm Tree Spraying. To spray two times elm foliar sprays on approximately 330 elms which are 24" and up in diameter and 90 elms 5" in diameter and smaller on the property of Illinois State Normal University campus, including the parkway trees and the elms at the farm, in the city of Normal, Illinois.

Only one bid was solicited for elm tree spraying this year because the past two years the work has been done by Mr. Lyle O. Sayler in a very satisfactory manner. His bid has always been lower than others that have been secured, and we believe that he has a superior type of spray equipment to others that have bid this work in the past. He has agreed to do this work for the same price as last year.

Mr. Lyle O. Sayler	\$ 3,200.00
1303 North East Street	
Bloomington, Illinois	

TEACHERS COLLEGE BOARD

REPORT OF THE WESTERN ILLINOIS STATE COLLEGE MACOMB, ILLINOIS Meeting in DeKalb, Illinois May 18, 1953

To the Members of the Teachers College Board of Illinois:

The following report is submitted for the Western Illinois State College:

I. STUDENTS

No report.

II. FACULTY

A. Resignations

1. Miss Amanda Langemo, Assistant Professor in the Department of English, has submitted her resignation effective June 5, 1953, which is the close of the 1952-53 academic year.
2. Mr. Bernard J. Young, Assistant Professor in the Laboratory School, has submitted his resignation effective at the close of the 1952-53 academic year in order to accept a position at Wisconsin State College. Mr. Young was on sabbatical leave in 1951-52 and on leave without salary in 1952-53. He proposes to repay the State of Illinois, directly to the Treasurer, the amount advanced to him during his sabbatical leave (\$2,385) in (1) equal monthly installments over a two-year period beginning October 1953 or (2) semi-annual payments, beginning February 1954, over a two-year period. We recommend the acceptance of Mr. Young's resignation as he has an opportunity to obtain a position as director of the laboratory school and placement bureau at LaCrosse at a decided increase in salary.
3. Mrs. Bonnie Scott Lynch, Faculty Assistant in the Laboratory School (kindergarten), resigned effective March 31, 1953.

B. Leaves of Absence

1. Sabbatical

The following individuals, all of whom have completed five or more years' service at Western, have requested leave of absence on one-half salary during the 1953-54

PROCEEDINGS

academic year in order to continue work toward the doctorate:

- a. Richard R. Abbot, Instructor - Health
- b. Florence Hulett, Instructor - Physical Education
- c. R. S. Hampleman, Assistant Professor - Laboratory School (Grade 5)
- d. Reece A. Jones, Assistant Professor - Geography
- e. Wilma Warner, Instructor - Home Economics
- f. Victor Hicken, Assistant Professor - Social Science

This is one faculty member beyond our quota of five, but we will permit only four to go on sabbatical leave in 1954-55. This is due to the fact that Mr. Victor Hicken has to study this year in order to complete his work for the doctorate within the time limit set by the university.

2. Without Salary

- a. Mr. James A. Schinneller, Instructor in Art in the Laboratory School, who is on leave without salary during the 1952-53 year to study at the State University of Iowa, has requested an extension of his leave until September 1, 1954. Mr. Schinneller has been offered the position of Acting Head of the Department of Art Education at the State University of Iowa during the 1953-54 academic year, and we recommend extension of his leave of absence as this will be a valuable experience for him.

3. Return from Leave of Absence

- a. Mr. Loren K. Robinson, Instructor in the Agriculture Department who was granted a leave of absence until October 15, 1953, has advised that he expects to be released from military service in August and will return to duty at Western as of September 1, 1953.

C. Retirement

1. Dr. Mary A. Bennett, head of the Department of Biological Science, will become sixty-five years of age on September 16, 1953 and has requested permission to retire effective September 17, 1953. It is recommended that this request be granted.

D. Replacements

1. Miss Catherine Bauner will replace Miss Marjorie Burke in the Laboratory School (kindergarten) during the First Summer Term 1953. Miss Bauner received the B.S. de-

TEACHERS COLLEGE BOARD

gree from Western and the Master's degree from the University of Illinois. She is regularly employed in the Ottawa public schools. Her salary will be \$400 per month or a total of \$600 for the term. Miss Bauner taught at Western in the summer of 1951.

2. Dr. A. R. Schwarz will be employed in the Education Department the Second Summer Term at \$450 per month or \$675 for the term. Dr. Schwarz is regularly employed as head of the Education Department at North Central College. He taught at Western during the First Summer Term, 1952.
3. Miss Helen Hoing, M.S., will be employed in the Department of Education during the First Summer Term 1953 to teach the all-grade workshop course. Her salary will be \$420 per month or \$630 for the term. She taught this course at Western last summer.
4. Mr. Richard Keeley, who was employed as a Faculty Assistant the past year, will be employed effective September 1, 1953 as Instructor in the Laboratory School (English) at a salary of \$420 per month. Mr. Keeley received the B.S. degree from Western and will complete the requirements for the M.S. degree during the summer of 1953.
5. Miss Jane Dahl will be employed as Faculty Assistant in the Laboratory School (Grade 2) effective September 1, 1953 at \$250 per month. Miss Dahl is scheduled to receive her B.S. degree in June.
6. Mrs. Kay F. Rasco will be employed as Instructor in the Department of English from September through February at a salary of \$220 per month for one-half time work. She will take two classes regularly assigned to Miss Olive Fite, who has requested one-half time duty during the fall and winter quarters in order to complete her dissertation. Mrs. Rasco holds the A.B. degree from the University of Mississippi and will complete work for the A.M. during the summer of 1953. She has taught one year at the Northeast Mississippi Junior College.
7. Mrs. Dorothy E. Grigsby will be employed as Faculty Assistant in the Laboratory School beginning September 1, 1953 to replace Mr. R. S. Hampleman, who will be on sabbatical leave in 1953-54. Mrs. Grigsby received the B.Ed. degree from Western Illinois State College, and she has had teaching experience in the public schools of Mt. Carroll and Decatur. Her salary will be \$350 per month.
8. Mrs. Barbara Rost Kowal was employed April 1, 1953 in the Laboratory School (kindergarten) at \$100 per month to re-

PROCEEDINGS

place Bonnie S. Lynch, who resigned, for the remainder of the 1952-53 academic year.

9. Mr. Harry F. Bangsberg will be employed September 1, 1953 as Instructor in the Department of Social Science at \$440 per month to replace Victor Hicken who will be on sabbatical leave. He received the A.B. degree from Luther College and the A.M. from the State University of Iowa. He holds a fellowship at S.U.I. during the current year and is scheduled to receive the Ph.D. degree in February 1954.
10. Miss Lois Fae Witte will be employed September 1, 1953 as Associate Professor in the Laboratory School (Physical Education) at \$540 per month. Miss Witte received the B.S. degree from Indiana State Teachers College and the M.S. from Indiana University. She will receive her Doctor's degree from Indiana in June 1953. She has taught in public schools in Indiana, Faulkner School for Girls in Chicago, and at Eastern New Mexico University. She will replace Rose Nahra Wells.
11. Dr. Howard F. Young will be employed as Associate Professor in the Department of Biological Science beginning September 1, 1953 to fill the vacancy created by the retirement of Dr. Mary A. Bennett. He holds the B.S., A.M., and Ph.D. degrees from the University of Wisconsin and has taught at the University of Wisconsin and the University of Arkansas. His salary will be \$540 per month.
12. Mrs. Clara Horcasitas Harley will be employed the First Summer Term as Instructor on the Library staff to replace Miss Margaret Wardell who has requested leave of absence for the summer. Her salary will be \$440 per month. Mrs. Harley is a former staff member.

E. Promotions in Rank

The following persons are recommended by the Salary Schedules and Retirement Committee and the President of the College for promotion in academic rank, effective July 1, 1953:

1. From Associate Professor to Professor

- a. Kathleen J. Brophy, Ph.D. - Physical Education

TEACHERS COLLEGE BOARD

2. From Assistant Professor to Associate Professor

- a. R. Bruce Harley, Ph.D. - Social Science
- b. Robert L. Thistlethwaite, Ph.D. - Business Education

3. From Instructor to Assistant Professor

- a. L. W. Kerker, A.M. plus two years of graduate work -
Laboratory School (Physical Education)
- b. June L. Sebree, M.S. plus one year of graduate work -
Physical Education
- c. James A. Schinneller, A.M. plus one year of graduate
work - Laboratory School (Art)

F. Merit Increases

1. The following faculty members have been recommended by the Salary Schedules and Retirement Committee and by the President of the College for increases on basis of merit which place them in Block A of their respective academic groups using the eight criteria recommended by the members of the Teachers College Board at the March 17, 1952 and May 19, 1952 meetings:

a. Louis M. Schleier

- (1) He has completed the probationary period. He has been at Western Illinois State College since September 1, 1931.
- (2) He is recognized by students, faculty, and administration as a very successful teacher and director of the graduate work.
- (3) He is a graduate of the Eastern Washington College of Education; holds the A.B. degree from the State College of Washington in Economic Science and History; A.M. degree from the University of Washington in Business Administration and Education; A.M. degree, professional diploma as Executive in Teachers College, and Ph.D. in Educational Administration and Research, Columbia University. For twenty years he conducted studies, published college bulletins and supervised the research studies for Western. He is a member of and has taken an active part in organizations such as the N.E.A., the A.A.S.A., the A.A.C.T.E., and the I.E.A. He is a member of Phi Delta Kappa and Kappa Delta Pi, honorary education fraternities, and served as the first president of the Alpha Pi Field Chapter of Phi Delta Kappa.

PROCEEDINGS

- (4) At Western he has served on many committees and has been chairman of a number of them. Among the committees are: (a) scholarship, (b) salary schedules and retirement, (c) freshman orientation and testing, (d) guest day, (e) curriculum, (f) laboratory schools, (g) graduate studies, (h) research, statistics and publications, (i) faculty service, (j) workshops and conferences, (k) county organizations.
- (5) Professional development has been stressed in such ways as being a member of and having had charge of a number of programs on the professional education of teachers at the University of Chicago Conferences on Teacher Education, known as the Dean Gray Conferences. These were held for a period of over fifteen years. He was chairman of the committee that prepared the "Administrative Reorganization Plan" for Western and worked with President Beu in refining and publishing the administrative plan. He was co-chairman of the Gillespie Project for a number of years. This project was in cooperation with the Illinois Secondary School Curriculum Revision Project. He has attended workshops on teacher-education at Columbia University and workshops on administration at the University of Chicago. He has traveled widely in the U.S.A., Mexico and Europe and has observed education practices and theory at all times. Many lectures have been given to various groups on the results of these experiences.
- (6) His work as Director of Research, Head of the Department of Education, Director of the Graduate Division, chairman of the Guest Day Committee for fourteen years, member and past president of the Macomb Kiwanis and Philosophy Clubs should serve as evidence of ability to cooperate with groups and to serve in the capacity of leadership at the college and in the community.
- (7) Special interest in the preparation of teachers has been his life work. For five years he had charge of the Training School at the Montana State Teachers College. For one year he was supervisor of student teaching at the College of the City of New York. Since 1931 his efforts at Western have been directed toward a better prepared group of teachers for the schools of Illinois and the United States of America.
- (8) He has met all standards and requirements necessary to be promoted to Block A.

TEACHERS COLLEGE BOARD

B. Clyde Beighey

- (1) He has served on the staff at Western for twenty-eight years. He is head of the Department of Business Education and has the rank of Professor.
- (2) He is regarded by the college administrators, teachers, and students in his department as a conscientious, sympathetic, and efficient teacher. He uses techniques which are recognized in his field as being modern. He started the department when he came here in 1921 and was the only business education teacher at that time. His department has grown until it is one of the largest in the college. In the department there are approximately 220 business education majors and five teachers. Graduate work in business education has been offered since 1947. Six students who majored in business education received their Master's degrees during the summer of 1952. The department has a Business Education Club and a national chapter of Pi Omega Pi, an honorary fraternity for business teachers. These organizations strive to encourage better scholarship in business and foster high ideals in business and professional life.
- (3) Dr. Beighey is co-author of "Elements of General Business", published by Ginn & Company in 1945 and revised in 1952. This book, which is a ninth-grade book, is used extensively. He is also co-author of "Modern Business Arithmetic", published by McGraw-Hill in 1950. This college freshman text is designed to improve the arithmetical ability of business education teachers.
- (4) He has held such offices as President of the Illinois Business Teachers Association, Vice President of the National Business Teachers Association, Membership Chairman of the National Business Teachers Association for six years, National Secretary of Pi Omega Pi, organizer and member of the Western Illinois Business Teachers Association, and member of the National Business Teacher-Training Institutions Association which is affiliated with the N.E.A.
- (5) The college is benefited by his experience and ability by active participation in the following committees at Western: salary schedules and retirement, graduate, president's advisory committee, business management, faculty council, and heads of department committee.
- (6) He has always cooperated with the administrators and his

PROCEEDINGS

colleagues and is interested primarily in the realization of the functions of the college. He has harmony and co-operation in his department. He and other members of the department make annual visits to high schools in western Illinois to keep in touch with classroom practices, to visit recent graduates, to recruit teachers, and to further the interests of the college.

- (7) In 1950, Dr. Beighey was chairman of a state-wide committee appointed by the Chief of Business Education at Springfield to conduct a survey and set up new standards for the certification of business education teachers in Illinois High Schools. The new standards are being used at the present time. He has conducted two research studies which have been published by the college. Each year the department sponsors a business education conference. Nationally known speakers are on the program. Students in training help to plan and conduct the program.
- (8) Dr. Beighey is qualified both in rank and professional training to be promoted to Block A.

c. Arthur G. Tillman

- (1) Dr. Tillman has completed the probationary period of successful teaching at Western Illinois State College. This is his twenty-fifth year of teaching at Western. Because he came here with an earned Ph.D. degree in 1928, he has not had to have a sabbatical leave to get such a degree. Besides having experience in teaching at Western, he has taught in the University of Wisconsin while working on his doctorate. He has taught nine years in Wisconsin high schools, doing his last high school teaching in Milwaukee at Riverside High School. For two years, during the beginning of World War I, he was an educational secretary in the Army Y.M.C.A. in various camps in this country. He aided in the organization of an educational program in the prisoners' camp in Camp Ellis during World War II.
- (2) The following evidence supports the fact that he has been an outstanding teacher: (a) He was hired at Wisconsin University because of his success in teaching in Wisconsin high schools. (b) He was hired at Western because he did excellent teaching as a substitute teacher in this college during the second summer term in 1925, three years before he was hired here permanently. (c) The other members of the staff at Western have recognized his successful teaching during those years. (d) Many of his

TEACHERS COLLEGE BOARD

former students have written concerning the great values which they received from his inspirational instruction. (e) Many former students from his department are now in outstanding positions of importance in high school, college and university staffs. (f) Many others have risen to high ranks in various branches of military service. (g) Assistants on the staff of the Geography and Geology Department have made very favorable comments about his successful and inspirational teaching. (h) Mr. Paul Kinsel of the N.E.A. Travel Service has commented very favorably upon the eminent success of his instruction of members of tour groups which have traveled in various parts of this country, Canada and Alaska. (i) He is listed in "American Men of Science."

(e) Evidence to support the quality of his scholarly attainments:

(a) He has built up a large private library of the literature relating to techniques in teaching his subjects. (b) He has attended many professional meetings of geographers, geologists, meteorologists, etc. (c) He assisted in compiling materials used in meteorology courses for colleges and universities in the middle western states during the early years of World War II while working with representatives of Northwestern University, Chicago University, Illinois State Colleges, etc. (d) His teaching of Civil Pilot Training and War Training Service groups on Western's campus during World War II was very successful as has been attested by the success of those men while in service. Several of those mentaught meteorology courses while in service, and others became good pilots in the Air Force. (e) He has done much field work and library research on the subject of conservation which he has been teaching for more than twenty-five years. (f) Critic teachers in the laboratory school have found his students well-prepared for their work as student teachers, both academically and professionally. (g) The number of students in his department has increased until it has become difficult to arrange courses often enough to take care of the demands for them. (h) He has drawn the plans for the geography-geology section of the proposed science building after visiting other colleges in this state and in Wisconsin to determine modern practices for geology and geography. (j) He has given many lectures to churches, service clubs, alumni groups, etc., especially relating to geography, geology, and travel. (k) One of his graduating theses is being used as a reference text in glaciology courses in the University of Wisconsin; another is being used for reference in the study of the Mississippi River Gorge. (l) He worked with geologists

PROCEEDINGS

and geographers in compiling materials for mapping two counties and the Devil's Lake region of Wisconsin. (m) He was elected to honor societies such as Sigma Xi, national honor society in science; Gamma Alpha, national honor fraternity; Sigma Zeta, honor society in sciences. (n) He has active membership in the Illinois State Academy of Science, Illinois Geographical Society, Illinois Geological Society, Tri-State Geological Society, National Council of Geography Teachers, The Society of Teachers of Geology, and the American Association of Geographers, and he has participated in many of their meetings.

- (4) Evidences to support the fact that his services to the institution have been many and varied: (a) Through his efforts his department has grown to be recognized by many other colleges and universities who accept his students for advanced work. (b) He has served on very many committees during his years of service to the institution--more than twenty of them in one year and many during other years. (c) He was a member of the committee (original) which worked out the materials for the bulletin entitled "The Administrative Reorganization Plan." (d) He was chairman of the committee which published a bulletin entitled "The Functions of an Audio-Visual Department in a Teacher Education Institution." (e) The Visual Education Committee of which he was chairman sponsored a very successful Visual Education Conference during a first summer session. (f) He has regularly assisted in carrying out plans for Guest Day activities. (g) He has served many times as an official for track and field events. (h) He attends very many of the programs of various types sponsored by other departments of the college and of the laboratory school. (i) He was chairman of the Student Organizations Committee for many years. (j) He performed the duties of chairman of Program Committee for Heads of Departments for many years. (k) He has visited several high schools to advise students concerning their educational problems and to try to convince the better ones to become teachers. (l) He does a great deal of counseling with students in his own department and with others also.
- (5) The previous information which has been given, together with what follows, shows that his professional development has been of high order.
- (6) What has been stated thus far attests to his willingness and his active participation in carrying out the college policies of administration and instruction, his excellent cooperation

TEACHERS COLLEGE BOARD

with the members of his staff and that of the laboratory school, his willingness and anxiety to have his staff members carry on further university work for the attainment of higher degrees. His efforts have done much to fulfill the functions of the college.

He has been wholeheartedly interested in the welfare of the community of Macomb and the surrounding area which the college tries to serve. Supporting evidences are: (a) He has served as a member of the Macomb Chamber of Commerce. (b) He has been a trustee of the Presbyterian Church. (c) He was on the first committee which organized the Community Chest and developed its constitution. (d) He has held all offices in the Kiwanis Club except that of Secretary. (e) He was ward chairman of the committees which carried on Liberty-War Bond and U.S.O. drives, served as college solicitor for Red Cross fund drives, etc., and is now a member of the Community Services Committee.

- (7) He is a teacher because he prefers this profession rather than a business career, many of which have been offered to him. He believes very thoroughly in spreading the knowledge of geology, geography and allied subjects and so is anxious to prepare teachers for the schools of this state and others. He has been of much aid to teachers in the field who have consulted with him about their problems either in person or by correspondence. He is a member of the committee known as "The Illinois Division of the Committee for the Advancement of Earth Science in the Secondary Schools of the United States" which is under the direction of the American Geological Institute and the National Research Council whose offices are located in Washington, D.C.
- (8) We submit the criteria summarized in the previous paragraphs as evidence that the candidate has satisfied the requirements for professional training required by his rank so that he may be moved into Block A of that part of the salary schedule in which he has been placed previously because of his full professorship rank.
2. At the October 26, 1952 Board meeting a policy was adopted allowing twenty-one persons holding academic rank at Western to be given merit increases in addition to the \$20 per month annual automatic increment. The following persons, because of their unusual value to the college, are recommended by the Salary Schedules and Retirement Committee

PROCEEDINGS

and the President for merit increases. The proposed salary in each case does not exceed the limits of Block B in the respective academic ranks.

- a. Clifford Julstrom, Professor - Music
- b. Dorothea Blyler, Instructor - Music
- c. Herman Griesenbrock, Jr., Instructor - Industrial Arts
- d. Victor Schormann, Instructor - Library
- e. Howard Cordell, Instructor - Library
- f. Loren E. Taylor, Assistant Professor - Laboratory School
(Mathematics)
- g. Olive L. Fite, Assistant Professor - English
- h. Robert L. Ferguson, Assistant Professor - Business Education
- i. Dempsey E. Reid, Assistant Professor - Industrial Arts
- j. Joseph J. Stipanowich, Assistant Professor - Mathematics
- k. Arthur R. Olsen, Associate Professor - Social Science
- l. Forrest L. Wanninger, Assistant Professor - Music
- m. George W. Mulder, Assistant Professor - Music
- n. Harry Mussatto, Instructor - Laboratory School
- o. H. Glenn Ayre, Professor - Mathematics
- p. M. N. Thisted, Professor - Education
- q. C. Adam Turner, Associate Professor - Education
- r. Warren O. Covert, Associate Professor - Education
- s. Ogden L. Glasow, Associate Professor - Education

G. Faculty list with salary schedule for the First and Second Summer Terms 1953 to be paid from appropriations for Personal Services, General Revenue Fund:

<u>Name</u>	<u>Degree</u>	<u>Department</u>	<u>June</u>	<u>July</u>	<u>August</u>
<u>Professors</u>					
Beighey, Clyde	Ph.D.	Business Educ.	\$770.00	\$810.00	\$810.00
Schleier, Louis M.	Ph.D.	Education	770.00	810.00	810.00
Tillman, Arthur G.	Ph.D.	Geography	770.00	810.00	810.00
Archer, Julian L.	Ph.D.	Education	730.00	375.00	
Ayre, H. Glenn	Ph.D.	Mathematics	730.00	770.00	770.00
Thisted, M. N.	Ph.D.	Dean of Men & Ed.		375.00	750.00
Bennett, Mary A.	Ph.D.	Biology	690.00	355.00	
Bodine, Marcy G.	Ph.D.	Social Science	690.00	710.00	710.00
Linder, Roscoe G.	Ph.D.	Education	690.00	355.00	355.00

TEACHERS COLLEGE BOARD

<u>Name</u>	<u>Degree</u>	<u>Department</u>	<u>June</u>	<u>July</u>	<u>August</u>
<u>Professors (Continued)</u>					
Shiley, Robert A.	Ph.D.	English	690.00	710.00	710.00
Bennett, Chester W.	Ph.D.	Chemistry	650.00	670.00	670.00
Morrow, Roger M.	Ph.D.	Physics	650.00	335.00	
Myers, R. Maurice	Ph.D.	Biology		325.00	650.00
Julstrom, Clifford	Ph.D.	Music	610.00	325.00	
<u>Associate Professors</u>					
Bailey, Dwight L.	A.M.	Education	640.00	320.00	320.00
Eller, Walter H.	M.S.	Physics	640.00	640.00	640.00
Hanson, Raymond W.	M.Ed.	Physical Ed.	640.00	640.00	640.00
Schory, Harold F.	A.M.	English	640.00	320.00	
Wetzel, Wayne	M.S.	Industrial Arts	640.00	320.00	
Pease, Kent	Ed.D.	English	620.00	640.00	640.00
Pottle, Theodora	A.M.	Art	620.00	320.00	
Whitehead, Frances	Ph.D.	Business Ed.		320.00	640.00
*Brophy, Kathleen J.	Ph.D.	Physical Ed.		315.00	630.00
Goode, Kenneth H.	Ph.D.	Chemistry		310.00	620.00
Stull, Harriet C.	Ph.D.	Social Science	600.00	465.00	
Turner, C. Adam	Ed.D.	Education	600.00	320.00	
Covert, Warren O.	Ph.D.	Education	580.00	620.00	620.00
Glasow, Ogden L.	Ph.D.	Education	580.00	620.00	620.00
Olsen, Arthur R.	Ed.D.	Social Science	580.00	310.00	
Crall, H. William	Ph.D.	Biology	560.00	580.00	580.00
Fritschet, Arthur L.	Ed.D.	Music	560.00	290.00	
Duncan, Margaret M.	Ed.D.	Physical Educ.	540.00	280.00	
Lundvall, Merle E.	Ph.D.	English	540.00	560.00	560.00
Peterson, Jack A.	Ph.D.	Education	540.00	560.00	560.00
<u>Assistant Professors</u>					
Miner, Sarah	M.S.	Home Econ.	610.00	610.00	610.00
Swofford, Lyndal	M.S.	Library	610.00	610.00	610.00
Sallee, Roy M.	M.S.	Biology	590.00	610.00	610.00
Garner, C. Wix	A.M.	Physical Educ.	570.00	295.00	
Miller, Rayman	A.M.	Industrial Arts	570.00	590.00	295.00
Ray, Ethel	A.M.	Education	570.00	590.00	590.00
Terrill, Jennette N.	Ph.M.	Lab. School	570.00	295.00	
Horrabin, H. Waldo	M.S.	Lab. School	565.00	295.00	295.00
Ave, Harold C.	A.M.	Health & Asst.			
		Dean of Men	560.00	295.00	295.00
Scott, Elna	A.M.	Lab. School	560.00	295.00	
Bonham, Tressie	A.M.	Home Economics		285.00	570.00

*Promotion to Professor effective 7/1/53

PROCEEDINGS

<u>Name</u>	<u>Degree</u>	<u>Department</u>	<u>June</u>	<u>July</u>	<u>August</u>
<u>Assistant Professors (Continued)</u>					
Conn, Kenneth E.	A.M.	Chemistry	550.00	285.00	
Donley, Margaret	A.M.	Lab. School	550.00	285.00	
Evans, Cecile	A.M.	Library	550.00	427.50	285.00
*Harley, R. Bruce	Ph.D.	Social Science	550.00	580.00	580.00
Hoover, Isabel	A.M.	L. S. (English)	550.00	285.00	
Mitchell, Beulah	A.M.	Lab. School	550.00	285.00	
Pence, Helen	A.M.	Lab. School	550.00	285.00	
Potter, Olive	A.M.	Physical Educ.		285.00	570.00
Reynolds, Juna	A.M.	English		285.00	570.00
Roberts, Alvin B.	A.M.	Visual Educ.	550.00	570.00	570.00
Robinson, Lauretta J.	A.M.	L. S. (English)	550.00	285.00	
Schannenk, Margaret	A.M.	Lab. School	550.00	285.00	
Swain, Paul B.	A.M.	L. S. (Art)	550.00	570.00	570.00
VanEtten, Leslie J.	M.S.	Agriculture	550.00	550.00	550.00
Voss, Hertha	A.M.	Registrar & B. E.	550.00	285.00	142.50
Blackford, Paul W.	Ph.D.	English	530.00	550.00	550.00
Mulder, George W.	A.M.	Music		285.00	570.00
Taylor, Loren E.	A.M.	L. S. (Math.)	530.00	285.00	
*Thistlethwaite, R. L.	Ph.D.	Business Educ.	530.00	540.00	540.00
Wilkinson, George E.	A.M.	Education	530.00	550.00	550.00
Ferguson, Robert	M.S.	Business Educ.	510.00	275.00	
Hampleman, R. S.	A.M.	Lab. School & Education	510.00	397.50	265.00
Hicken, Victor H.	A.M.	Social Science	510.00	530.00	530.00
Jones, Reece A.	M.S.	Geography	510.00	530.00	530.00
Neu, Lucile	A.M.	Library	510.00	265.00	
Reid, Dempsey E.	M.S.	Industrial Arts		275.00	550.00
Wendt, Arnold	Ph.D.	Mathematics	510.00	530.00	530.00
Zobel, Herbert L.	M.S.	L. S. (Geog.)	490.00	245.00	
Schormann, Marguerite Tupper	M.S.	Library	470.00	490.00	490.00
Rasco, Lavon	A.M.	English	450.00	235.00	
Wells, Rupert W., Jr.	A.M.	L. S. (Math.)	450.00	235.00	
Schwarz, A. R.	Ed.D.	Education		225.00	450.00
<u>Instructors</u>					
DiFrancesca, Vincent	M.S.	Physical Ed.	540.00	540.00	540.00
Gould, A. Oren	M.M.	L. S. (Music)	540.00	540.00	540.00
Abbot, Richard R.	M.S.	Biology	500.00	260.00	
Clow, Robert J.	M.S.	Physical Ed.	500.00	520.00	520.00

*Promotion to Associate Professor effective 7/1/53

TEACHERS COLLEGE BOARD

<u>Name</u>	<u>Degree</u>	<u>Department</u>	<u>June</u>	<u>July</u>	<u>August</u>
<u>Instructors (Continued)</u>					
Dufelmeier, Arthur	M.S.	Physical Ed.	500.00	520.00	520.00
Hulett, Florence M.	M.Ed.	L. S. (P. E.)	500.00	260.00	
*Kerker, Lawrence W.	A.M.	L. S. (P. E.)	500.00	530.00	530.00
Morley, Leroy	A.M.	Physical Ed.	500.00	260.00	
*Sebree, June L.	M.S.	Physical Ed.	500.00	265.00	
Blyler, Dorothea	M.M.	Music		260.00	520.00
Rice, E. L.	M.S.	Agriculture	480.00	240.00	
*Warner, Wilma	M.S.	Home Econ.	460.00	240.00	
Riedel, Robert E	M.S.	Agriculture		230.00	460.00
Griesenbrock, Herman	A.M.	Industrial Arts		240.00	480.00
Harley, Clara	A.M.	Library	440.00	220.00	
Lucatsky, Mendel	A.M.	L. S. (Music)	440.00	230.00	
Mussatto, Harry	M.S.	L. S. (P. E.)	440.00	240.00	240.00
Potter, George	M.S.	Bus. Ed.	220.00	345.00	460.00
Schormann, Victor	M.S.	Library	440.00	480.00	480.00
Sockler, Harry	M.S.	Lab. School	440.00	230.00	115.00
Spicer, Harold O.	A.M.	English	440.00	460.00	460.00
Swanson, Martha L.	A.M.	Library	440.00	230.00	
Cordell, Howard	M.S.	L. S. (Library)	420.00	460.00	460.00
Hoing, Helen	M.S.	Education	420.00	210.00	
Bagley, E. Sue	M.S.	Lab. School	400.00	210.00	
Bauner, Catherine	M.S.	Lab. School	400.00	200.00	
Beatry, Donald	M.S.	Audio-Visual	400.00	200.00	
Howell, Wayne K.	A.M.	Library & AV	400.00	420.00	420.00
Marzuki, James E.	A.M.	L. S. (Art)	300.00		
Wells, Rose Nahra	A.M.	L. S. (P. E.)	400.00	200.00	
<u>Faculty Assistant</u>					
Shive, James W.	B.S.	Audio-Visual	<u>250.00</u>	<u>250.00</u>	<u>250.00</u>
Totals			50,735.00	42,877.50	34,377.50

*Promotion to Assistant Professor effective 7/1/53

*Plus \$40 per month maintenance

H. Faculty list with salary schedule for the academic year of thirty-six weeks beginning September 1, 1953 to be paid from appropriation for Personal Services, General Revenue Fund:

PROCEEDINGS

<u>Name</u>	<u>Degree</u>	<u>Department</u>	<u>Salary</u> <u>1952-53</u>	<u>Salary</u> <u>1953-54</u>
<u>Professors</u>				
*Beighey, Clyde	Ph.D.	Business Education	\$6,930.00	\$7,290.00
*Schleier, Louis M.	Ph.D.	Education	6,930.00	7,290.00
*Tillman, Arthur G.	Ph.D.	Geography	6,930.00	7,290.00
*Ayre, H. Glenn	Ph.D.	Mathematics	6,570.00	6,930.00
Archer, Julian L.	Ph.D.	Education	6,570.00	6,750.00
Thisted, M. N.	Ph.D.	Dean of Men & Education	6,390.00	6,750.00
*Bennett, Mary A.	Ph.D.	Biology	6,210.00	# 378.66
*Bodine, Marcy G.	Ph.D.	Social Science	6,210.00	6,390.00
*Carson, Ruth	Ph.D.	Foreign Language	6,210.00	6,390.00
Linder, Roscoe G.	Ph.D.	Education	6,210.00	6,390.00
*McVickar, John S.	Ph.D.	Agriculture	%(6,210.00)	6,390.00
*Shiley, Robert A.	Ph.D.	English	6,210.00	6,390.00
*Bennett, Chester W.	Ph.D.	Chemistry	5,860.00	6,030.00
*Morrow, Roger M.	Ph.D.	Physics	5,850.00	6,030.00
*Julstrom, Clifford	Ph.D.	Music	5,490.00	5,850.00
*Myers, R. Maurice	Ph.D.	Biology	5,670.00	5,850.00
Sproull, Grace	Ph.D.	Foreign Language	5,670.00	5,850.00
*Brophy, Kathleen J.	Ph.D.	Physical Education	5,400.00	5,670.00
<u>Associate Professors</u>				
Bailey, Dwight L.	A.M.	Education	5,760.00	5,760.00
Eller, Walter H.	M.S.	Physics	5,760.00	5,760.00
*Hanson, Raymond W.	M.Ed.	Physical Education	5,760.00	5,760.00
Pease, Kent	Ed.D.	English	5,580.00	5,760.00
*Pottle, Theodora	A.M.	Art	5,580.00	5,760.00
Schory, Harold F.	A.M.	English	5,760.00	5,760.00
Turner, C. Adam	Ed.D.	Education	5,400.00	5,760.00
*Wetzel, Wayne	M.S.	Industrial Arts	5,760.00	5,760.00
Whitehead, Frances	Ph.D.	Business Education	5,580.00	5,760.00
Covert, Warren O.	Ph.D.	Education	5,220.00	5,580.00
Glasow, Ogden L.	Ph.D.	Education	5,220.00	5,580.00
Goode, Kenneth H.	Ph.D.	Chemistry	5,400.00	5,580.00
Olsen, Arthur R.	Ed.D.	Social Science	5,220.00	5,580.00
Stull, Harriet C.	Ph.D.	Social Science	5,400.00	5,580.00
Crall, H. William	Ph.D.	Biology	5,040.00	5,220.00
Fritschel, Arthur L.	Ed.D.	Music	5,040.00	5,220.00
Harley, R. Bruce	Ph.D.	Social Science	4,950.00	5,220.00

*Department Heads

#Will retire 9/17/53

%On leave without salary 1952-53

TEACHERS COLLEGE BOARD

<u>Name</u>	<u>Degree</u>	<u>Department</u>	<u>Salary 1952-53</u>	<u>Salary 1953-54</u>
<u>Associate Professors (continued)</u>				
Duncan, Margaret M.	Ed.D.	Physical Education	4,860.00	5,040.00
Lundvall, Merle E.	Ph.D.	English	4,860.00	5,040.00
Peterson, Jack A.	Ph.D.	Education	4,860.00	5,040.00
Thistlethwaite, R. L.	Ph.D.	Business Education	4,770.00	4,860.00
Witte, Lois Fae	Ed.D.	L.S. (P. E.)		4,860.00
Young, Howard F.	Ph.D.	Biology		4,860.00
<u>Assistant Professors</u>				
Burke, Marjorie	A.M.	Lab. School	5,310.00	5,490.00
*Miner, Sarah	M.S.	Home Economics	5,490.00	5,490.00
Sallee, Roy M.	M.S.	Biology	5,310.00	5,490.00
*Swofford, Lyndal	M.S.	Library	5,490.00	5,490.00
Ave, Harold C.	A.M.	Health & Asst. Dean of Men	5,040.00	5,310.00
Garner, C. Wix	A.M.	Physical Education	5,130.00	5,310.00
Horrabin, H. Waldo	M.S.	Lab. School	5,085.00	5,310.00
Miller, Rayman	A.M.	Industrial Arts	5,130.00	5,310.00
Ray, Ethel	A.M.	Education	5,130.00	5,310.00
Scott, Elna	A.M.	Lab. School	5,040.00	5,310.00
Terrill, Jennette N.	Ph.M.	Lab. School	5,130.00	5,310.00
Bonham, Tressie	A.M.	Home Econ.	4,950.00	5,130.00
Conn, Kenneth E.	A.M.	Chemistry	4,950.00	5,130.00
Donley, Margaret	A.M.	Lab. School	4,950.00	5,130.00
Evans, Cecile	A.M.	Library	4,950.00	5,130.00
Hoover, Isabel	A.M.	Lab. School	4,950.00	5,130.00
Mitchell, Beulah	A.M.	Lab. School	4,950.00	5,130.00
Mulder, George W.	A.M.	Music	4,770.00	5,130.00
Pence, Helen	A.M.	Lab. School	4,950.00	5,130.00
Potter, Olive	A.M.	Physical Education	4,950.00	5,130.00
Roberts, A. B.	A.M.	Audio-Visual	4,950.00	5,130.00
Reynolds, Juna	A.M.	English	4,950.00	5,130.00
Robinson, Lauretta J.	A.M.	Lab. School	4,950.00	5,130.00
Schannen, Margaret	A.M.	Lab. School	4,950.00	5,130.00
Sollars, Velna	M.S.	Lab. School	4,950.00	5,130.00
Swain, Paul B.	A.M.	Lab. School	4,950.00	5,130.00
Taylor, Loren E.	A.M.	Lab. School	4,770.00	5,130.00
Vawter, Gladys O.	A.M.	English	4,950.00	5,130.00
Voss, Hertha	A.M.	Registrar & Bus. Ed.	4,950.00	5,130.00
Wardell, Margaret	A.M.	Library	4,950.00	5,130.00
Blackford, Paul W.	Ph.D.	English	4,770.00	4,950.00

*Department Heads

PROCEEDINGS

<u>Name</u>	<u>Degree</u>	<u>Department</u>	<u>Salary</u> <u>1952-53</u>	<u>Salary</u> <u>1953-54</u>
<u>Assistant Professors (Continued)</u>				
Ferguson, Robert	M.S.	Business Education	4,590.00	4,950.00
Fite, Olive L.	A.M.	English	2,295.00	\$3,300.00
Neeley, Nancy D.	A.M.	Home Economics	2,385.00	4,950.00
Reid, Dempsey E.	M.S.	Industrial Arts	4,590.00	4,950.00
Stipanowich, Joseph J.	M.S.	Mathematics	2,295.00	4,950.00
Van Etten, Leslie J.	M.S.	Agriculture	4,950.00	4,950.00
Wanninger, Forrest I.	M.M.	Music	4,590.00	4,950.00
Wilkinson, Geo. E.	A.M.	Education	4,770.00	4,950.00
Hampleman, R. S.	A.M.	Lab. School	4,590.00	2,385.00
Hicken, Victor H.	A.M.	Social Science	4,590.00	2,385.00
Jones, Reece A.	M.S.	Geography	4,590.00	2,385.00
Kerker, L. W.	A.M.	Lab. School	2,250.00	4,770.00
Neu, Lucile	A.M.	Library	4,590.00	4,770.00
Sebree, June L.	M.S.	Physical Education	2,250.00	4,770.00
Wendt, Arnold	Ph.D.	Mathematics	4,590.00	4,770.00
		Lab. School (Geog.)		4,590.00
Schinneller, James	M.S.	Laboratory School	%(4,140.00)	%(4,410.00)
Schormann, Marguerite Tupper	M.S.	Library	4,230.00	4,410.00
Rasco, Lavon	A.M.	English	4,050.00	4,230.00
Wells, Rupert W., Jr.	A.M.	Lab. School	4,050.00	4,230.00
<u>Instructors</u>				
DiFrancesca, Vincent	M.S.	Physical Education	4,860.00	4,860.00
Gould, A. Oren	M.M.	Lab. School	4,860.00	4,860.00
Abbot, Richard R.	M.S.	Biology	4,500.00	2,340.00
Blyler, Dorothea	M.M.	Music	4,320.00	4,680.00
Claw, Robert J.	M.S.	Physical Education	4,500.00	4,680.00
Dufelmeier, Arthur	M.S.	Physical Education	4,500.00	4,680.00
Hulett, Florence M.	M.Ed.	Lab. School	4,500.00	2,340.00
Morley, Leroy	A.M.	Physical Education	4,500.00	4,680.00
Warner, Wilma	M.S.	Home Economics	4,500.00	2,340.00
Robinson, Loren K.	M.S.	Agriculture	%(4,320.00)	4,500.00
		Education		4,500.00
Griesenbrock, Herman	A.M.	Industrial Arts	3,960.00	4,320.00
Mussatto, Harry	M.S.	Lab. School	3,960.00	4,320.00
Schormann, Victor	M.S.	Library	3,960.00	4,320.00
Cordell, Howard	M.S.	Lab. School	3,780.00	4,140.00
Lucatsky, Mendel	A.M.	Lab. School	3,960.00	4,140.00
Potter, George	M.S.	Business Education	3,960.00	4,140.00
Sockler, Harry	M.S.	Lab. School	3,960.00	4,140.00

%On leave without salary.

TEACHERS COLLEGE BOARD

<u>Name</u>	<u>Degree</u>	<u>Department</u>	<u>Salary</u> <u>1952-53</u>	<u>Salary</u> <u>1953-54</u>
<u>Instructors (Continued)</u>				
Spicer, Harold O.	A.M.	English	3,960.00	4,140.00
Swanson, Martha L.	A.M.	Library	3,960.00	4,140.00
		Geography		4,140.00
Bangsberg, Harry F.	A.M.	Social Science		3,960.00
Marshall, Donald E.	M.S.	Social Science	3,780.00	3,960.00
		Library		3,960.00
Bagley, E. Sue	M.S.	Lab. School	3,600.00	3,780.00
Howell, Wayne K.	A.M.	Audio-Visual	3,600.00	3,780.00
Keeley, Richard	M.S.	Lab. School	1,755.00	3,780.00
Marzuki, James E.	A.M.	Lab. School	3,600.00	3,600.00
Myers, Vivian W.	M.S.	Lab. School	3,600.00	3,600.00
		Biology (Health)		3,600.00
Rasco, Kay F.	A.M.	English		\$1,320.00
<u>Faculty Assistants</u>				
Grigsby, Dorothy E.	B.Ed.	Lab. School		3,150.00
Dahl, Jane	B.S.	Lab. School		2,250.00
Shive, James W.	B.S.	Audio-Visual	1,350.00	2,250.00
		L. S. (kindergarten)		1,350.00
		Physical Education		1,350.00
		Lab. School (music)		1,350.00
Total				611,643.66

*One-half time duty for Fall and Winter Quarters

III. OTHER SCHOOL EMPLOYEES

A. Resignations

1. Mrs. Louise Harris, Clerk Stenographer I, who acted as secretary to the dean of women, resigned effective January 15, 1953. Her salary was \$200 per month.
2. Mrs. Joan Hambly, Switchboard Operator, resigned March 31, 1953. Her salary was \$202 per month.
3. Mrs. Janet R. Gamage, Clerk Typist I, has submitted her resignation to become effective May 31, 1953. She is employed in the duplicating service.

PROCEEDINGS

B. Replacements

1. Miss Marilyn A. Carrothers was employed, effective March 1, 1953, as Clerk Stenographer I at \$175 per month to replace Louise Harris in the Office of the Dean of Women.
2. Mrs. Wilma Susan Ray was employed, effective March 16, 1953, as Clerk I in the Medical Office at \$175 per month. This is to fill the vacancy created by the resignation of Helen Herndon, Health Service Nurse, which was filled temporarily by Wilma L. Bean, who worked half time. The position has been changed through University Civil Service from that of a nurse to a clerical position.
3. Mrs. Hazel L. Prichard was employed, effective March 1, 1953, as Maid at \$150 plus \$10 maintenance. This is to fill a new position in Caroline Grote Hall which was provided for in our 1952-53 internal budget.
4. Miss Joyce Chipman was employed in the Business Office as Clerk Typist I, effective May 1, 1953. Her salary will be \$180, and she will replace A. Burnham.
5. Mrs. Isabelle Reno was employed effective March 23, 1953 as Switchboard Operator at a salary of \$175 per month to replace J. Hambly.
6. Mr. Theodore F. Roberts will be employed as Student Worker during the months of June, July and August to do the laundry work in Caroline Grote Hall replacing Robert Williams. He will be paid \$120 per month from Income - Auxiliary Enterprises.
7. Mr. Donald Shryack was employed April 1, 1953 as Groundsman at \$200 per month. This is a temporary appointment for six months to provide extra help in the grounds during the summer months.
8. Mr. Oral T. Smith will be employed as Groundsman for a six-months period beginning May 1, 1953 at \$200 per month. This, also, is a temporary appointment to provide extra help on the grounds during the summer.
9. Mr. Melvin Barclay was employed April 13, as temporary Watchman at \$200 per month to replace Earl Graves, who is on disability leave, for a period not to exceed six months.
10. Mr. Ralph Nelson was employed as temporary Farm Hand at \$200 per month for six months beginning May 4, 1953.

TEACHERS COLLEGE BOARD

C. Promotion in Rank

1. Dr. John C. Roberts, director of training and placement, is recommended by the Salary Schedules and Retirement Committee and the President for promotion in rank from Associate Professor to Professor, effective July 1, 1953.

D. Merit Increases

The Salary Schedules and Retirement Committee and the President recommend the following administrative personnel, who have academic rank, for merit increases:

1. Dr. R. J. Carlson, Professor (College Physician and University Retirement System Medical Examiner).
2. Dr. William E. Lipsey, Associate Professor (Dean of the College).

E. Administrative personnel for 1953-54 for twelve months beginning July 1, 1953 to be paid from the appropriation for Personal Services, General Revenue Fund:

<u>Name</u>	<u>Degree</u>	<u>Classification</u>	<u>Salary 1952-53</u>	<u>Salary 1953-54</u>
Beu, Frank A.	Ph.D.	President	\$ 13,000.00	\$ 13,000.00
Carlson, R. J. (College Physician and U.R.S. Medical Examiner)	M.D.	Professor	7,100.00#	7,687.50##
Roberts, John C. (Director of Training and Placement)	Ed.D.	Professor	7,680.00	8,040.00
Lipsey, William E. (Dean of the College)	Ed.D.	Associate Professor	7,200.00	7,920.00
Grigsby, James M. (Business Manager)	B.Ed.	Ex. Asst. in Ed. & Adm.	7,200.00	7,560.00
Laflin, G. Allan (Director of Public Relations)	A.M.	Assistant Professor	7,320.00	7,320.00
Zimmerman, Ruth L. (Dean of Women)	Ph.D.	Associate Professor	6,960.00	7,200.00
Shake, W. K. (Asst. Business Manager)	M.S.	Ex. Asst. in Ed. & Adm.	6,600.00	6,840.00
Crum, Mary E. (Secretary to the President)		Ex. Asst. in Ed. & Adm.	4,800.00	5,160.00
Total				70,727.50

#10 months.

##10 ¼ months.

PROCEEDINGS

F. Emeritus faculty for 1953-54 for twelve months beginning July 1, 1953 to be paid from the appropriation for Personal Services, General Revenue Fund:

<u>Name</u>	<u>Degree</u>	<u>Department</u>	<u>Salary</u> <u>1952-53</u>	<u>Salary</u> <u>1953-54</u>
Corbin, Mabel	M.S.	English	\$ 2,100.00	\$ 2,100.00
Gayler, George	A.B.	Extension	2,100.00	2,100.00

G. Classified employees for 1953-54 for twelve months beginning July 1, 1953 to be paid from appropriation for Personal Services, General Revenue Fund:

<u>Name</u>	<u>W-CS No.</u>	<u>Pay Roll Title</u>	<u>Salary</u> <u>1952-53</u>	<u>Salary</u> <u>1953-54</u>
<u>Office</u>				
Grigsby, Edna E.	6	Office Supervisor	\$ 4,200.00	\$ 4,560.00
Koester, Herman R., Jr.	73	Jr. Purch. Asst.	3,450.00(11.5)	4,200.00
Pogue, Jeanne	49	Secretary II	3,840.00	4,200.00
Bishop, Lucile	3	Chief Clerk I	3,372.00	3,540.00
Kator, Dolores	31	Registrar's Asst.	3,312.00	3,432.00
Barry, E. Luan	76	Bookkeeping Mach. Operator	2,340.00	2,580.00
Newman, Polly	44	Clerk II	2,460.00	2,580.00
Phelps, Mary E.	48	Asst. Cashier	2,460.00	2,580.00
Ring, Alice	56	Clerk Steno. I	2,424.00	2,544.00
Potter, Evelyn R.	50	Clerk Steno. I	2,364.00	2,520.00
Sherer, Anita L.	57	Clerk Steno. I	2,292.00	2,400.00
	45	Clerk Typist I	2,400.00	2,400.00
Chipman, Joyce		Clerk Typist I	360.00 (2)	2,340.00
Burnham, Alice C.	74	Clerk Typist I	2,100.00	2,220.00
Carrothers, Marilyn A.	75	Clerk Steno. I	700.00 (4)	2,220.00
Foster, Peggy J.	47	Clerk Steno. I	2,100.00	2,220.00
Reno, Isabelle	21	Switchboard Opr.	612.50 (3.5)	2,220.00
Ray, Wilma Susan	79	Clerk I	612.50 (3.5)	2,100.00

Print Shop

Swanson, Wendell	Faculty Assistant	*(3,900.00)	*(3,900.00)
	Faculty Assistant		3,600.00

Building Maintenance

DeHaven, Gervase R.	13	Electrician	5,081.80	5,116.80
Larson, Thomas V.	33	Plumber	4,959.00	4,959.00
Moore, Guy	41	Carpenter	4,176.00	4,176.00
		Carpenter	2,640.00	4,176.00

*On military leave of absence.

TEACHERS COLLEGE BOARD

<u>Name</u>	<u>W-CS No.</u>	<u>Pay Roll Title</u>	<u>Salary</u> <u>1952-53</u>	<u>Salary</u> <u>1953-54</u>
Parkins, Rolland	62	Painter	3,033.30 (10)	3,639.96
Jones, Roy L.	29	Janitor Foreman	3,240.00	3,360.00
Allen, Harold	11	Receiving Clerk	2,760.00	2,880.00
Atwater, Lloyd R.	2	Janitor	2,715.00	2,880.00
Butterfield, Cyril	8	Janitor	2,760.00	2,880.00
Elam, William	15	Janitor	2,760.00	2,880.00
Graves, Earl	17	Watchman	#2,760.00	#2,880.00
Harwick, Harold	22	Equip. Attendant	2,640.00	2,880.00
Inman, Garnet	28	Janitor	2,760.00	2,880.00
Leighty, Elbert	34	Janitor	2,760.00	2,880.00
Macklin, Alex F.	78	Janitor	2,460.00	2,880.00
Mason, Thomas B.	38	Watchman	2,760.00	2,880.00
Nunn, George	46	Janitor	2,760.00	2,880.00
Purdum, Roma F.	53	Janitor	2,760.00	2,880.00
Shifley, Howard	58	Janitor	2,760.00	2,880.00
Stewart, Earl	60	Janitor	2,760.00	2,880.00
Thompson, Dean	64	Janitor	2,760.00	2,880.00
Mason, Mary	37	Janitress	2,364.00	2,484.00
VeNard, Mary	67	Janitress	2,364.00	2,484.00
*Barclay, Melvin	Temp.	Watchman	2,400.00	2,400.00

Heating Plant

Monninger, Carl	40	Chief Plant Opr. Engr.	5,484.00	5,724.00
Carson, Roy	9	Stationary Engineer	4,680.00	4,920.00
Locke, Ellis	35	Stationary Engineer	4,680.00	4,920.00
Inman, Clarence J.	27	Stationary Fireman	4,140.00	4,296.00
Peterson, Kenneth M.	77	Stationary Fireman	3,870.00	4,296.00
Thrasher, Robert E.	66	Stationary Fireman	4,140.00	4,296.00
Waller, Walter	68	Stationary Fireman	4,140.00	4,296.00
Wells, Glenn W.	71	Stationary Fireman	4,140.00	4,296.00

Grounds

Horrell, Fred R.	24	Grounds Foreman	3,420.00	3,540.00
Newman, Max	43	Farm Foreman	3,348.00	3,468.00
Shryack, Lawson	59	Greenskeeper	3,120.00	3,240.00
Cromer, Thomas	12	Groundsman	2,760.00	2,880.00
Grim, Robert	18	Groundsman	2,760.00	2,880.00
Lowderman, R. L.	36	Groundsman	2,760.00	2,880.00
Purdum, Harold K.	51	Groundsman	2,760.00	2,880.00
Riden, Damond	55	Groundsman	2,760.00	2,880.00

#On disability leave 9/ 1/52

*Temp. appointment beg. 4-13-53; not to exceed 6 mo.

PROCEEDINGS

<u>Name</u>	<u>W-CS No.</u>	<u>Pay Roll Title</u>	<u>Salary</u> <u>1952-53</u>	<u>Salary</u> <u>1953-54</u>
<u>Grounds (Continued)</u>				
Walley, Lloyd G.	69	Groundsman	2,760.00	2,880.00
Icenogle, Homer	26	Asst. Farmer	2,424.00	2,544.00
*Nelson, Ralph	Temp.	Farm Hand	1,200.00	1,200.00
Smith, Oral T.	Temp.	Groundsman	1,200.00	800.00 (4)
Shryack, Donald	Temp.	Groundsman	1,200.00	600.00 (3)

Health Service

Thompson, Edithe N.	65	Health Service Nurse	3,612.00	3,720.00
DiFrancesca, Thora Paul	Temp.	Health Service Nurse	125.00	135.00 (5)

Residence Halls

	10	Res. Hall Director	2,275.00 (7)	3,900.00
Wallsmith, M. Elizabeth	14	Asst. Res. Hall Direct.	3,550.00	3,900.00

Food Service

George, Olive	16	Food Serv. Superv.	3,222.00	3,720.00
---------------	----	--------------------	----------	----------

Transportation

Beal, Willard W.	4	Driver	3,120.00	3,360.00
------------------	---	--------	----------	----------

*Temp. for 6 mo. beg. 5/4/53

H. Classified employees for 1953-54 for twelve months beginning July 1, 1953 to be paid from appropriation for Personal Services, Income Fund - Auxiliary Enterprises:

<u>Name</u>	<u>W-CS No.</u>	<u>Pay Roll Title</u>	<u>Salary</u> <u>1952-53</u>	<u>Salary</u> <u>1953-54</u>
<u>Food Service</u>				
*Burton, Edna	7	Cook I	2,556.00	2,640.00
*Hainline, Ruth	19	Cook I	2,424.00	2,544.00
***Stockwell, Altie	61	Cook I	2,160.00	2,280.00
*Purdum, Nell R.	52	Cook I	2,160.00	2,280.00
*Broyles, Clara	5	Cook I	1,980.00	2,100.00
*Miller, Roberta D.	39	Cook I	1,980.00	2,100.00
*Rhodes, Nellie Mae	54	Cook I	1,980.00	2,100.00
*Switzer, Carol	63	Cook I	1,980.00	2,100.00

*Plus \$10 maintenance

**Plus \$20 maintenance

***Plus \$30 maintenance

TEACHERS COLLEGE BOARD

<u>Name</u>	<u>W-CS No.</u>	<u>Pay Roll Title</u>	<u>Salary</u>	<u>Salary</u>
			<u>1952-53</u>	<u>1953-54</u>
<u>Food Service (Continued)</u>				
*Horrell, Marie L.	72	Cook I	1,881.00	2,100.00
	30	Cook I	2,028.00	1,980.00
*Vradenberg, Mary Ferne	11	Kitchen Helper	1,400.00 (10)	1,860.00
<u>Building Maintenance</u>				
Nelson, Charles	42	Janitor	2,760.00	2,880.00
*Kipling, Eunice F.	32	Laundry Worker	2,100.00	2,220.00
*Wear, Irene	70	Laundry Worker	2,100.00	2,220.00
*Hall, Iva M.	20	Maid	2,040.00	2,160.00
*Hubbard, Lula	25	Maid	2,040.00	2,160.00
*Prichard, Hazel L.	80	Maid	600.00 (4)	1,920.00
Roberts, Theo. F.	Temp.	Student Worker	120.00 (1)	240.00 (2)

*Plus \$10 maintenance

I. Affiliated Schools faculty list for the regular term of thirty-six weeks beginning September 1, 1953 to be paid from appropriation for Personal Service, General Revenue Fund:

Estimated pay rool for nine months \$8,000.00

It is impossible to present the names of these teachers at this time since faculty members for affiliated schools have not been elected.

J. List of substitute teachers to be employed when needed at the rate of \$12.00 per day:

Mrs. Harriet Church, B.S.	Mrs. Carol McVickar, A.M.
Mrs. Margaret Cordell, B.S.	Mrs. Rayman Miller, Equivalent to B.Ed.
Mrs. Thora Paul DiFrancesca, R.N.	Mrs. S. C. Monson, B.Ed.
Mrs. Eleanor Gingerich, B.Ed.	Mrs. Jean Morrow, M.S.
Mrs. Herman Griesenbrock, A.B.	Mrs. Robert V. Nelson, B.Ed.
Mrs. Dorothy Girsby, B.Ed.	Mrs. Frances Roberts, M.S.
Mr. Francis Huff, B.Ed.	Mrs. Sophy Ross, B.Ed.
Mr. Donald Jording, B.S.	Mrs. Donna Vorhees Snowden, B.Ed.
Mrs. Jean Kerker, B.Ed.	Mrs. Joseph Stipanowich, B.Ed.
Miss Hazel Keys, B.Ed.	Mrs. Gladys E. Thistlethwaite, A.B.
Mrs. Martha King, B.Ed.	Mrs. Wallace Walker, A.B.
Mrs. Dean Knappenberger, B.S.	Mrs. Rupert Wells, A.M.
Mrs. Chester Kowal, B.Ed.	Mrs. T. J. Young, B.Ed.
Mr. John Mercer, M.S.	Mrs. Esther Nielsen, B.Ed.
Mrs. Darwin McClure, B.S.	

PROCEEDINGS

IV. ORGANIZATION	No report.
V. CURRICULUM	No report.
VI. BUILDINGS AND GROUNDS	No report.
VII. AUXILIARY ENTERPRISES	No report.
VIII. STUDENT LIFE	No report.
IX. MISCELLANEOUS	

Western students won the following honors in the Central A.A.U. Gymnastics held at Navy Pier, Chicago, Saturday, April 18:

Clara Urban in the women's novice division took third all-around and first on the rings. In the championship division she took first on the rings and in doing so defeated a girl who went to the 1952 Olympics. She won fourth on the trampoline in the championship division.

Sidney Drain won fifth in all-around novice division.

Benny Strode won third in championship division on the trampoline.

Dean Warner won first in novice division on trampoline and second in the championship division. Warner is a Western High student and was the youngest person competing in the championship division.

On Saturday, May 2, Western students won the following in the National A.A.U. Championship Gymnastics, also held at the University of Illinois, Navy Pier, Chicago:

Miss Urban won first in women's flying rings with 65.1 points.

Dean Warner won seventh in trampoline.

X. SUMMARY

The approval of the Teachers College Board is requested for the following recommendations:

A. The resignation of Miss Amanda Langemo, Assistant Professor of English, effective June 5, 1953.

B. The resignation of Mr. Bernard J. Young, Assistant Professor in the Laboratory School, effective June 5, 1953, with the provision that he repay the State of Illinois the amount advanced to him, \$2,385.00, during his sabbatical leave in 1951-52.

TEACHERS COLLEGE BOARD

- C. The resignation of Bonnie Scott Lynch, Faculty Assistant, effective March 31, 1953.
- D. Leaves of absence on one-half salary during the 1953-54 academic year for Richard R. Abbot, Florence Hulett, R.S. Hampleman, Reece A. Jones, Wilma Warner and Victor Hicken.
- E. Extension of leave of absence without salary for Mr. James A. Schinneller until September 1, 1954.
- F. Return from military leave by Mr. Loren K. Robinson as of September 1, 1953 rather than October 15, 1953 as previously approved.
- G. The retirement of Dr. Mary A. Bennett, head of the Department of Biological Science, effective September 17, 1953.
- H. The employment of Miss Catherine Bauner as Instructor in the Laboratory School for the First Summer Term 1953 at \$400 per month, or a total of \$600 for the term.
- I. The employment of Dr. A. R. Schwarz as Assistant Professor in the Education Department for the Second Summer Term 1953 at \$450 per month.
- J. The employment of Miss Helen Hoing as Instructor in the Department of Education for the First Summer Term 1953 at \$420 per month.
- K. The appointment of Mr. Richard Keeley as Instructor in the Laboratory School (English) effective September 1, 1953 at \$420 per month.
- L. The employment of Miss Jane Dahl as Faculty Assistant in the Laboratory School (kindergarten) effective September 1, 1953 at \$250 per month.
- M. The employment of Mrs. Kay F. Rasco as Instructor in the Department of English for the Fall and Winter Quarters, 1953-154, at \$220 per month for one-half time work.
- N. The employment of Mrs. Dorothy E. Grigsby as Faculty Assistant (Grade 5) in the Laboratory School, effective September 1, 1953, at \$350 per month.
- O. The employment of Mrs. Barbara Rost Kowal as Faculty Assistant in the Laboratory School (kindergarten) for April and May 1953 at \$100 per month.
- P. The appointment of Mr. Harry F. Bangsberg as Instructor in the Department of Social Science effective September 1, 1953 at \$440 per month.

PROCEEDINGS

- Q. The appointment of Miss Lois Fae Witte as Associate Professor in the Laboratory School (physical education) effective September 1, 1953 at \$540 per month.
- R. The appointment of Dr. Howard F. Young as Associate Professor in the Department of Biological Science effective September 1, 1953 at \$540 per month.
- S. The employment of Mrs. Clara Harley as Instructor in the Library for the First Summer Term 1953 at \$440 per month.
- T. Promotion in rank from Associate Professor to Professor for Dr. Kathleen J. Brophy effective July 1, 1953.
- U. Promotion in rank from Assistant Professor to Associate Professor for Dr. R. Bruce Harley and Dr. Robert L. Thistlethwaite effective July 1, 1953.
- V. Promotion in rank from Instructor to Assistant Professor for Mr. L. W. Kerker, Miss June L. Sebree and Mr. James A. Schinneller effective July 1, 1953.
- W. Merit increases and promotion to Block A of the Professor group effective July 1, 1953 for Dr. L. M. Schleier, Dr. Clyde Beighey and Dr. Arthur G. Tillman.
- X. Merit increases effective July 1, 1953 for Clifford Julstrom, Dorothea Blyler, Herman Griesenbrock, Jr., Victor Schormann, Howard Cordell, Loren E. Taylor, Olive L. Fite, Robert L. Ferguson, Dempsey E. Reid, Joseph J. Stipanovich, Arthur R. Olsen, Forrest I. Wanninger, George W. Mulder, Harry Mussatto, H. Glenn Ayre, M. N. Thisted, C. Adam Turner, Warren O. Covert, and Ogden L. Glasgow.
- Y. Faculty list with salary schedule for the First and Second Summer Terms 1953 to be paid from appropriations for Personal Services, General Revenue Fund.
- Z. Faculty list with salary schedule for the academic year of thirty-six weeks beginning September 1, 1953 to be paid from appropriation for Personal Services, General Revenue Fund.
- AA. The resignation of Mrs. Louise Harris, Clerk Stenographer I, effective January 15, 1953.
- BB. The resignation of Mrs. Joan Hambly, Switchboard Operator, effective March 31, 1953.
- CC. The resignation of Mrs. Janet R. Gamage, Clerk Typist I, effective May 31, 1953.

TEACHERS COLLEGE BOARD

- DD. The employment of Miss Marilyn A. Carrothers as Clerk Stenographer I, effective March 1, 1953, at \$175 per month.
- EE. The employment of Mrs. Wilma Susan Ray as Clerk I, effective March 16, 1953, at \$175 per month.
- FF. The employment of Mrs. Hazel L. Prichard as Maid, effective March 1, 1953, at \$150 per month plus \$10 maintenance.
- GG. The employment of Miss Joyce Chipman as Clerk Typist I effective May 1, 1953, at \$180 per month.
- HH. The employment of Mrs. Isabelle Reno as Switchboard Operator, effective March 23, 1953, at \$175 per month.
- II. The employment of Mr. Theodore F. Roberts as Student Worker for the months of June, July and August at \$120 per month.
- JJ. The employment of Mr. Donald Shryack as Groundsman for six months beginning April 1, 1953 at \$200 per month.
- KK. The employment of Mr. Oral T. Smith as Groundsman for six months beginning May 1, 1953 at \$200 per month.
- LL. The employment of Mr. Melvin Barclay as temporary Watchman, effective April 13, 1953, at \$200 per month for a period not to exceed six months.
- MM. The employment of Mr. Ralph Nelson as temporary Farm Hand at \$200 per month for the six months beginning May 4, 1953.
- NN. The promotion in academic rank from Associate Professor to Professor for Dr. John C. Roberts effective July 1, 1953.
- OO. Merit increases for Dr. R. J. Carlson and Dr. William E. Lipsey effective July 1, 1953.
- PP. Administrative personnel and salary schedule for twelve months beginning July 1, 1953 to be paid from appropriation for Personal Services, General Revenue Fund.
- QQ. Emeritus faculty for twelve months beginning July 1, 1953 to be paid from the appropriation for Personal Services, General Revenue Fund.
- RR. Classified employees and salary schedule for twelve months beginning July 1, 1953 to be paid from appropriation for Personal Services, General Revenue Fund.

PROCEEDINGS

- SS. Classified employees and salary schedule for twelve months beginning July 1, 1953 to be paid from appropriation for Personal Services, Income Fund - Auxiliary.
- TT. List of substitute teachers to be employed when needed at the rate of \$12.00 per day.

Respectfully submitted,
F. A. BEU, President

REPORT OF THE NORTHERN ILLINOIS STATE TEACHERS COLLEGE To be presented at the meeting of the Teachers College Board at DeKalb May 18, 1953

To the Chairman and Members of the Teachers College Board:

Gentlemen: I have the honor to submit the following report:

II. FACULTY

1. Change of Name

- a) Miss Irene Cherhavy, Instructor, Department of Speech, became Mrs. Alan Shumak on February 15, 1953. Mrs. Shumak plans to continue her work in the Speech Clinic.
- b) Mrs. Catherine Wilkening, Instructor, Department of Physical Education for Women, on leave without salary, has changed her name to Mrs. Catherine Coates by virtue of separation.

2. Leave of Absence Without Salary - Spring Quarter Only

Mr. Wilbur Smith, Assistant Professor, Department of Music, beginning March 23 for the spring quarter, 1953 only, without salary. Mr. Smith plans to finish the work on his doctoral dissertation.

3. Replacement - Spring Quarter Only

Mr. Charles Osborne, Instructor, Department of Music, to replace Mr. Wilbur Smith, beginning March 23 at a salary of \$420 per month for the spring quarter. Mr. Osborne earned his bachelor and master's degrees at Michigan State College, East Lansing. He has had teaching experience at Detroit and East Lansing high schools

TEACHERS COLLEGE BOARD

and taught at Michigan State College part-time. Mr. Osborne will take over the duties performed by Mr. Smith during the time specified.

4. Re-appointments - Summer Session Only

a) Health Education Workshop - Joliet

Mr. Arthur Baker, instructor, at a salary of \$690 for six weeks. Mr. Baker has his master's degree from Marquette University and has done graduate work at the University of Illinois. He has had twelve years' successful teaching experience and is now on the faculty of the Crystal Lake Community High School. Mr. Baker served on the health workshop staff during the summer of 1952.

Mr. Joseph Ilika, instructor, McMurry Laboratory School, replacing Miss Emily Burton who was on leave of absence during 1952-1953, at a salary of \$750 for six weeks. Mr. Ilika will finish his duties at McMurry in June.

Miss Helen F. Munro, instructor, at a salary of \$690 for six weeks. Miss Munro served on the health workshop staff during the summer of 1952. She has her master's degree in health education from Columbia University and is regularly employed in the Superior, Wisconsin school system as supervisor of health and physical education.

b) Elementary Education Workshop - Stockton

Miss Dorothy I. Dixon, instructor, at a salary of \$845 for 6-1/2 weeks. Miss Dixon has her master's degree plus additional work and has served on our workshop staff during two previous summers. She is currently assistant county superintendent, McDonald County.

Mrs. Ruth Lane, demonstration teacher, at a salary of \$680 for 6-1/2 weeks. Mrs. Lane is a teacher in the Rockford city schools and has served on our workshop staff for the past several summers. She has her master's degree.

Mrs. Ethel Swanson, demonstration teacher, at a salary of \$680 for 6-1/2 weeks. Mrs. Swanson has her master's degree, has served on our workshop staff during previous summers, and is a teacher in the Rockford city schools.

c) Home Economics Workshop - DeKalb

Miss Marjorie Arch for one week in June - \$300. Miss Arch is a specialist in the Bishop system of teaching clothing. She is an experienced high school teacher who

PROCEEDINGS

has taught for the past five years in various colleges and universities and last summer was consultant at Penn State College.

Mrs. Marjorie Cosgrove for one week in June - \$300. Mrs. Cosgrove is consultant in family life education. She is director of family life education in the public schools of Highland Park, Michigan and is an experienced teacher. She has served the Universities of Illinois and Indiana as a consultant in their workshops in this field.

5. Elementary School Unit

Miss Elvira Hjertstedt and Miss Doris M. Lundstrom as supervising elementary instructors in the city schools to provide student teaching facilities for summer school students, for seven weeks at a salary of \$700 each. Both Miss Hjertstedt and Miss Lundstrom have their master's degrees, are regularly employed in the DeKalb city schools, and have taught in our summer session during previous years.

6. Faculty Members Not Returning for Autumn, 1953

- a) Mr. Herbert Baird, instructor, Department of Foreign Languages, replacing Miss Martha Schreiner, on leave of absence. This was a temporary replacement.
- b) Mr. Joseph Ilika, instructor, supervising teacher, McMurry Laboratory School, replacing Miss Emily Burton, on leave of absence. This was a temporary replacement.
- c) Mr. Roy Jesson, instructor, Department of Music, replacing Mr. Charles Baker, on leave of absence. This was a temporary replacement.
- d) Miss Elizabeth VanHorn, instructor, Department of Physical Education for Women, replacing Mrs. Catherine Coates, on leave of absence. This was a temporary replacement.
- e) Miss Margaret Fyfe, instructor, Department of Education, exchange instructor from Scotland, replacement for Mrs. Gladys Philpott for 1952-1953 only.

7. Re-appointments for 1953-1954 - Temporary

- a) Mrs. Donna Gras, assistant professor, Department of English, employed for the spring quarter, 1953, to continue on a temporary basis at a salary of \$230 for nine months beginning in September. Mrs. Gras will replace Mr. E. Nelson James who will be on leave of absence for advanced study.

TEACHERS COLLEGE BOARD

- b) Miss Margaret Jane Tyler, instructor, Department of Education, employed on a temporary basis for 1952-1953, to continue on the same basis at a salary of \$4320 for nine months beginning in September. Miss Tyler will replace Dr. Esther Williams, on leave of absence.
- c) Mr. Reginald Nash, assistant professor, Department of Biological Science, employed on a temporary basis for 1952-1953, to continue on the same basis at a salary of \$4230 for nine months, replacing Dr. Norman Levardsen who will be on leave without salary.

8. Return From Leaves of Absence

Mr. Charles Baker, assistant professor, Department of Music, on leave at half salary - return for the summer session

Miss Emily Burton, assistant professor, McMurry Laboratory School, on leave at half salary - return for the summer session

Mr. William Froom, assistant professor, assistant director of public relations, on leave at half salary - return for the summer session

Mr. Thomas Janeway, assistant professor, Department of Biological Sciences, on leave at half salary - return in September

Mr. Martin Reinemann, assistant professor, Department of Earth Sciences, on leave at half salary - return for the summer session

Mr. Charles Rohde, assistant professor, Department of Biological Sciences, on leave at half salary - return for the summer session

Mr. Donald Roos, assistant professor, Department of Social Sciences, on leave at half salary - return in September

Miss Bernice Roth, assistant professor, Department of Education, on leave at half salary - return for the summer session

Mr. John Twombly, assistant professor, Department of Social Science, on leave at half salary - return for the summer session

Mrs. Gladys Philpott, instructor, Department of Education, on leave as an exchange instructor in Scotland - return in September

PROCEEDINGS

Miss Martha Schriener, assistant professor, Department of Foreign Languages, on leave without salary - return in September

Mrs. Catherine Coates, instructor, Department of Physical Education for Women, on leave without salary - return in September

9. Leaves of Absence without Salary - 1953-1954

Dr. George Clark, associate professor, Department of English, for the college year 1953-1954 to continue his graduate study under sponsorship of the Ford Foundation - Committee on Advancement on Education. Competition for these fellowships is keen and Northern is pleased to have a faculty member awarded this high honor.

Dr. Norman Levardsen, assistant professor, Department of Biological Sciences, for the college year 1953-1954 without salary to study conservation in Norway under a grant from the American-Scandinavian Foundation. We feel this is a distinct honor both for Dr. Levardsen and for the college.

Mr. Robert Morris, assistant professor, Department of Music, for 1953-1954 to continue his work toward his doctorate.

10. Leaves of Absence at Half Salary for 1953-1954

Upon the recommendation of a committee of the Administrative Council in which I concurred and approved by the Council, I should like to recommend the following for leaves of absence at half salary for 1953-1954. All of these persons have satisfied the requirements for leaves and plan to continue their graduate work.

Mr. Rodney Anderson, assistant professor, Department of Mathematics; Mr. Charles Canon, assistant professor, Department of Fine Arts; Miss Wilma Hill, assistant professor, Department of Fine Arts; Mr. E. Nelson James, assistant professor, Department of English; Miss Dorothy Lucke, assistant professor, Department of Home Economics; Miss Charlotte Post, instructor - Library; Dr. Esther Williams, professor, Department of Education

As a matter of information for the Board, three faculty members who requested leaves of absence at half salary, were unable to have their requests granted because the size of the college made it necessary to limit the number of persons on sabbatical leave to seven each year of the biennium.

TEACHERS COLLEGE BOARD

11. Change of Status

- a) Upon the recommendation of the Administrative Council which I approved, we should like to submit for Board approval, the change status for faculty members as follows:

From Associate Professor to Professor

Dr. Birchard Coar, Department of Music

Dr. Ernest E. Hanson, Dean of Men

Dr. Eleanor Volberding, Department of Education

From Assistant Professor to Associate Professor

Dr. George Clark, Department of English

Dr. Joseph Clettenberg, Director of Extension

Dr. Harvey Feyerherm, Department of Biological Sciences

Dr. Eugene Grant, Department of Education

Dr. James Merritt, Assistant Director, Student Teaching

Dr. Wilma Miller, Department of Physical Education for Women

Dr. Frederick Weed, Department of Social Science

From Instructor to Assistant Professor

Miss Ruth Eismann, librarian, McMurry Laboratory School

Mr. Richard Keefer, Department of Foreign Languages

Miss Dorothy Lucke, Department of Home Economics

Mr. Donald Roos, Department of Social Science

Miss Bernice Roth, Department of Education

Miss Mary B. Swynehardt, McMurry Laboratory School (Fine Arts)

- b) Dr. Francis R. Geigle, head of the Department of Business Education, to become Administrative Assistant to the President one-half time during the first year of the biennium, serving half time as head of the Business Education Department, gradually working into full-time administrative assistant as approved by the Board during this biennium. Dr. Geigle's salary would be changed from \$7480 for eleven months to \$8520 on a twelve months basis, beginning July 1.
- c) Miss Patricia Brauel, assistant professor, from director of Williston Hall at a salary of \$4800 plus maintenance for 12 months to assistant dean of women at a salary of \$5880 for 12 months, replacing Mrs. Isabel Cash who resigned. Miss Brauel will devote one-half time to student housing.

PROCEEDINGS

12. Leave of Absence Because of Illness

Mr. Romeo M. Zulauf, dean of the faculty, sick leave beginning May 1 for an undetermined length of time, salary to be paid according to the Board policy. We are not planning to replace Mr. Zulauf during his leave unless the length of time becomes too extended.

13. Resignations

- a) Mrs. Ruth Frantz, instructor, health co-ordinator, effective at the close of the summer session, to move to the eastern part of the country
- b) Miss Jill Harstad, assistant director of Williston Hall, effective at the close of the college year in June, to be married
- c) Miss Christine Niekamp, college nurse, faculty assistant, on leave of absence without salary, to continue her graduate work
- d) Mrs. Sally Seastrom, college nurse, faculty assistant, effective in June, to take up home duties
- e) Miss Jean L. Wilson, instructor, director of Adams Hall, effective at the close of the summer session, to take up another type of work

14. "Relief" Arrangement for Adams Hall

As a matter of information for members of the Board, we should like to report that Miss Jean Coulliette, instructor, Department of Music, has accepted an assignment as "relief" person in Adams Hall to assist in the absence of the director. Miss Coulliette will receive her room and board in exchange for this work and no change in salary.

15. Appointments - Regular Year 1953-1954

a) Replacements

Dr. James W. Beach, associate professor, Department of Mathematics, replacing Dr. Willis Pickard who died, at a salary of \$5220 for nine months beginning with the summer session. Dr. Beach earned his bachelor, master, and doctor's degrees at Iowa State College. He has had successful teaching experience at the University of Dubuque, Iowa State College, New Mexico School of Mines, and comes to Northern from a position at the University of New Mexico.

TEACHERS COLLEGE BOARD

Miss Stella D. Clifford, assistant professor, Department of English, at a salary of \$4590 for nine months beginning September 14. Miss Clifford earned her bachelor's degree at Bates College, Lewiston, Maine, her master's degree at Bread Loaf School, Middlebury, Vermont, and is currently a candidate for the doctor's degree at the University of Wisconsin. Miss Clifford has had successful teaching experience in the schools of Maine, at the University of Richmond, and comes to Northern from a position at the University of Wisconsin. Miss Clifford replaces Miss B. Mae Small who retired.

Mr. Herbert F. Miller, assistant professor, Department of Mathematics, replacing Mr. Rodney Anderson who will be on leave of absence, at a salary of \$4590 for nine months beginning in September. Mr. Miller earned his bachelor's degree at Baldwin Wallace College, his master's degree at Ohio State University where he is currently completing work on his doctorate. He has had successful teaching experience in the Ohio public schools and comes to Northern from a position at Iowa State Teachers College, Cedar Falls. This is a temporary position.

b) New Positions

Dr. Virgil W. Alexander, associate professor, director of instructional materials, at a salary of \$6600 for eleven months beginning in September. Dr. Alexander earned his bachelor's degree at Chadron Teachers College, his master's and doctor's degrees at the University of Nebraska. He has had successful teaching experience in the elementary and high schools of Nebraska, at the University of Nebraska, and comes to Northern from the University of Florida.

Mr. Richard E. Lawrence, assistant professor, Department of Education, at a salary of \$4950 for nine months beginning in September. Mr. Lawrence earned his bachelor's degree at the University of Minnesota and his master's degree at Teacher's College, Columbia University where he is currently completing work on his doctorate. Mr. Lawrence has had successful teaching experience at the University of Minnesota, the public schools of New York, has served in the Navy, and comes to Northern from a position at the Horace Mann-Lincoln School at Teachers College, Columbia.

Miss Joan O'Keefe, music librarian, instructor, at a salary of \$3780 for nine months beginning September 14. Miss O'Keefe earned her bachelor's degree at Washington Univer-

PROCEEDINGS

sity, St. Louis and her master's degree at the University of Illinois. She has had experience in music work in libraries at Washington University and comes to Northern from a position with the public library in Evanston.

Dr. John L. Pineault, Jr., associate professor, Department of Business Education, at a salary of \$5220 for nine months beginning September 14. Dr. Pineault earned his bachelor's degree at the State Teachers College at Salem, Massachusetts, his master's degree at Boston University, and his doctor's degree at Teachers College, Columbia University. He has had successful teaching experience in the schools of Massachusetts and New York and comes to Northern from a position in business and economics at the State Teachers College at Mankato, Minnesota.

16. Faculty and Administrative Payrolls for 1953-54

We wish to present payrolls for approval. All payrolls, promotions in rank and changes in status have been approved by the Administrative Council and our Advisory Committee.

Faculty Payrolls for 1953-1954 -- Nine Months

Personal Services

Professors	Academic		Salary Rate	
	Degree	Department	1952-1953	1953-1954
Gabel, O. J.	Ph.D.	Education	6570	7110 sp
Hellmich, Eugene	Ph.D. #	Mathematics	6570	7110 sp
Howell, Charles E.	Ph.D.	Social Science	6480	6930 sp
O'Connell, William V.	Ed.D. #	Speech	6345	6930 sp
Gould, Howard W.	Ph.D. #	Physical Science	6570	6750
Jameson, Hugh	Ph.D. #	Social Science	6570	6750
Hayter, Earl W.	Ph.D.	Social Science	6345	6750
Bellis, Bertha M.	Ph.D.	Supervising Teacher	6345	6570
Cobb, Lillian	Ph.D. #	Foreign Language	6210	6570
Connor, J. Hal	M.A.* #	English	6345	6570
Yauch, Wilbur A. (3)	Ph.D. #	Education	6120	6570 sp
Lloyd, John	Ed.D.	Social Science	5940	6390 sp
Terwilliger, George	Ed.D. #	Biological Science	5940	6390 sp

* Has been classified as professor for many years. Has 3 years' graduate work.

Head of department

() Number of years served by those who have not achieved tenure

sp Special increase

TEACHERS COLLEGE BOARD

Faculty Payrolls for 1953-1954 -- Nine Months (Continued)

Personal Services

Professors (Continued)	Academic		Salary Rate	
	Degree	Department	1952-1953	1953-1954
Williams, Esther	Ed.D.	Education	5850	3195Lsp
Crawford, Paul	Ph.D.	Speech	5805	6210
Rolf, Frederick	Ph.D.	Physical Science	5670	6210 sp
Taylor, E. Ruth	Ph.D.	English	5670	6210 sp
Uhland, Maude	Ph.D.	English	5895	6210
Aikins, Harold E.	Ph.D.	Social Science	5625	6030
Lindbeck, Wendell	Ph.D.	Physical Science	5535	6030 sp
McFarland, Lewis	Ph.D.	Speech	5490	5850
Volberding, Eleanor	Ph.D.	Education	5445	5850 pr
Wood, Margaret	Ph.D.	Speech	5490	5850
Coar, Birchard	Mus.D.	Music	5400	5670 pr

* Has been classified as professor for many years. Has 3 years' graduate work.

Head of department

sp Special increase

L On leave of absence at half salary

pr Recommended for promotion from associate to full professor

Associate Professors

Alexander, Virgil W.	Ph.D.	Dir., Instr. Materials	---	6600 @
Caldwell, Loren T.	M.A. #	Earth Science	5760	6300 sp
Harrison, Paul	M.A.	Industrial Arts	5760 **	5760 **
Anderson, Miriam	M.A. #	Physical Education	5670	6120 sp
Anderson, Alma	M.A. #	Fine Arts	5535	5760
Appell, Carl H.	M.A.	Physical Education	5580	5760
Evans, George G.	M.A. #	Physical Education	5715 %	5760 %
Hanby, Cernadine C.	M.L.S.	Head Librarian	5175	5760 *sp
Hayes, M. C.	Ph.D.	Education	5580	5760
Oakland, Milo T.	M.A. #	Industrial Arts	5760 **	5760 **
Rowe, John (2)	Ed.D.	Business Education	5400	5760
Adolph, Florence	M.A. #	Home Economics	5040	5580 sp
Hardgrove, Mrs. Clarence	Ph.D.	Mathematics	5220	5580

@ On 11 months' basis

* To be extended at regular monthly rate for 11 months

Head of department (Caldwell and Adolph acting heads)

** To be extended at the regular monthly rate for 12 months when employed for summer session - otherwise, 10 months at regular monthly rate

% Employed for 9½ months at regular monthly rate

() Number of years served by those who have not achieved tenure

sp Special increase

PROCEEDINGS

Associate Professors (Continued)		Academic		Salary Rate	Salary Rate
		Degree	Department	1952-1953	1953-1954
McGeoch, Dorothy	(3)	Ed.D.	Education	5220	5580
Marquis, G. Welton	(3)	Ph.D. #	Music	5130	5580 sp
Ringness, Thomas	(3)	Ph.D.	Education	5130	5580
Wesley, Wallace		Ph.D.	Physical Education	5085	5580 sp
Anglin, Eleanor	(3)	Ph.D.	Supervising Teacher	5130	5400
Baker, S. Orville		Ph.D.	English	5040	5400
Bullington, Robert		Ph.D.	Biological Science	5040	5400
Burrell, Blanche		M.A.	Supervising Teacher	5175	5400
Johnson, Eino	(3)	Ph.D.	Education	5130	5400
Miner, Wallace		M.S.	Physical Science	5130	5400
Beach, James W.	(1)	Ph.D.	Mathematics	---	5220
Clark, George		Ph.D.	English	4860	5220 pr LW
Huey, Frances J.	(2)	Ed.D.	Education	5040	5220
Feyerherm, Harvey		Ph.D.	Biological Science	4860	5220 pr
Grant, Eugene		Ed.D.	Education	4860	5220 pr
O'Connor, Marguerite		M.A.	Education	5040	5220
Pineault, John L.	(1)	Ph.D.	Business Education	---	5220
Weed, Frederic		Ph.D.	Social Science	4860	5220 pr
Wilson, D. Kenneth	(2)	Ph.D.	Speech	5040	5220
Kohler, Roderick		Ph.D.	Industrial Arts	4860	5040
Miller, Wilma		Ph.D.	Physical Education	4680	5040 pr

Head of department (Caldwell and Adolph acting heads)

pr Recommended for promotion from assistant to associate professor

() Number of years served by those who have not achieved tenure

LW On leave without salary

sp Special increase

Assistant Professors

Pepinsky, Minerva	M.A.	Supervising Teacher	5130	5490
Secrest, Lawrence	M.S.	Industrial Arts	5310 **	5490 **
Seed, Mary Jane	M.A.	Home Economics	4950	5130 sp
Burton, Emily	M.A.	Supervising Teacher	2475 L	5130
Edel, Edward F.	M.S.	Industrial Arts	4950	5130
Hall, Homer	M.A.	Education	4950	5130
Hill, Wilma	M.A.	Fine Arts	4950	2565 L

** On 12 months basis extended at regular monthly rate when employed for the summer session - otherwise, employed 10 months at regular monthly rate

L On leave at half salary

sp Special increase

TEACHERS COLLEGE BOARD

Faculty Payrolls for 1953-1954 -- Nine Months (Continued)

Personal Services

Assistant Professors (Cont'd.)	Academic Degree	Department	Salary Rate 1952-1953	Salary Rate 1953-1954
Kent, Frederick	Ph.D.	Social Science	4950	5130
King, Annie	M.A.	Supervising Teacher	4950	5130
McKinzie, Ralph	M.A.	Physical Education	4950 %	5130 %
Meldrum, James	M.A.	Social Science	4860	5130
Rohde, Charles	M.S.	Biological Science	2475 L	5130
Schreiner, Martha	M.A.	Foreign Language	LW	5130
Smith, Wilbur	B.Mus.			
	Education*	Music	4950	5130
Stelford, Norma	M.A.	Mathematics	4950	5130
Sensland, Minnie D.	M.A.	Music	4950	5130
Trager, Lela	M.A.	Physical Education	4860	5130
Westbrook, May	M.A.	Home Economics	4860	5130
Wiggert, Elsie	M.A.	Fine Arts	4950	5130
Anderson, Rodney	M.S.	Mathematics	4590	2475 L
Baker, Charles	M.Mus.	Music	2250 L	4950
Beard, Jesse	M.A.	Supervising Teacher	4500	4950
Bloomster, A. Maurine	M.A.	Supervising Teacher	4680	4950
Bower, John E. (3)	Ph.D.	Physical Science	4770	4950
Carper, Virginia	M.A.	Supervising Teacher	4680	4950
Feltman, Irene	M.A.	Education	4725	4950
Janeway, Thomas	M.S.	Biological Science	2295 L	4950
Kahler, Robert	M.A.	Physical Education	4500 %	4950 %
Lawrence, Richard E. (1)	M.A.	Education	---	4950
Leavitt, Howard (3)	M.A.	Student Teaching	4680	4950
McCoy, Mary	M.A.	Physical Education	4680	4950
Lucke, Dorothy	M.A.	Home Economics	4320	2295 L pr
Martin, George	Ph.D.	Social Science	4725	4950
Reinemann, Martin	M.S.	Earth Science	2250 L	4950
Sohne, John	M.S.	Physical Education	4500 %	4950 %
Stevens, George	M.S.	Earth Science	4680	4950
Twombly, John	M.A.	Social Science	2250 L	4950
Walker, Katherine	M.L.S.	Library	4635 #	4950 #
Levarlsen, Norman	Ph.D.	Biological Science	4500	4770 LW

pr Recommended for promotion from instructor to assistant professor

To be extended at regular monthly rate for 11 months

L On leave at half salary

() Number of years served by those who have not achieved tenure

% To be extended at regular monthly rate for 9½ months

* Equivalent to master's degree

PROCEEDINGS

Assistant Professors (Cont'd.)	Academic		Salary Rate	
	Degree	Department	1952-1953	1953-1954
Park, Esther	M.L.S.	Library	4320 #	4770 #
Rigney, Carl J. (3)	Ph.D.	Physical Science	4590	4770
Roos, Donald	M.S.	Social Science	2250 L	4770 pr
Roth, Bernice	M.A.	Education	2160 L	4770 pr
Swynehardt, Mary B.	M.A.	Supervising Teacher	4410	4770 pr
Winn, Jerome	M.A.	Supervising Teacher	4500	4770
Canon, Charles	M.A.	Fine Arts	4230	2295 L
Clifford, Stella (1)	M.A.	English	---	4590
Eaton, John	M.S.	Business Education	4410	4590
James, E. Nelson	M.A.	English	4275	2295 L
Johnson, Alice	B.L.S.	Library	4275 #	4590 #
Keefer, Richard	M.A.	Foreign Languages	4275	4590 pr
Miller, Herbert F. (1)	M.A.	Mathematics	---	4590
Morris, Robert	M.A.	Music	4275	4590 LW
Prior, Paul	M.S.	Biological Science	4185	4590
Davis, Sarah (2)	M.L.S.	Library	4050	4230
Nash, Reginald (2)	M.S.	Biological Science	4050 a	4230 a
Gras, Donna (2)	M.A.	English	4050 a	4230 a
Eismann, Ruth	B.L.S.%	Library - McMurry	3780 #	4050 pr #

% Master's degree equivalent

pr Recommended for promotion from instructor to assistant professor

LW On leave without salary

To be extended at the regular monthly rate for 11 months

L On leave at half salary

a Employed on temporary basis

() Number of years served by those who have not achieved tenure

TEACHERS COLLEGE BOARD

Faculty Payrolls for 1953-1954 -- Nine Months (Continued)

Instructors	<u>Personal Services</u>		Salary Rate	Salary Rate
	Academic Degree	Department	1952-1953	1953-1954
Garretson, Homer	M.Mus.	Music	4500	4680
Hertz, Gilman	M.A.	Physical Education	4500 %	4680 %
King, Voris (3)	M.S.	Earth Science	4320	4680
Millis, George	M.A.	Supervising Teacher	4275	4680
Smelser, Arlene	M.A.	Supervising Teacher	4455	4680
Whitney, Reynolds	M.A.	Music	4500	4680
Philpott, Gladys (5)	M.A.	Education	4365 ex	4500
Post, Charlotte	B.L.S.**	Library	4185	2250 L
Shumak, Irene	M.A.	Speech	4230	4500
Weedman, Alda (3)	M.A.	Supervising Teacher	4185	4500
Wehling, Helen	M.Sc.	Home Economics	4320	4500
LaBaw, Nye	M.A.	Physical Education	4140	4320
Nay, Geneva (2)	M.S.	Business Education	4140	4320
Tyler, Margaret J. (2)	M.A.	Education	4140 a	4320 a
Coulliette, Joan (2)	M.A.	Music	3780	4140
Dailey, Shirley	M.A.	Supervising Teacher	3960	4140
Esmond, Robert (2)	M.A.	Public Relations	4140 a	4320
Langemo, Lillian	M.A.	Library	3780	4140
Malueg, Lenore (3)	B.L.S.**	Library	3780	4140
Coates, Catherine	M.A.	Physical Education	LW	3780
O'Keefe, Joan (1)	M.S.	Library	---	3780

* On 12 months' basis

a Employed on temporary basis

** Equivalent to master's degree

ex Exchange teacher in Scotland

L On leave at half salary

% To be extended at regular monthly rate for 9½ months

LW On leave without salary

Faculty Assistants

Entwhistle, Maxine	B.S.	Recorder in the office of registrar	4440	4560
Gillespie, Martha	--	Tabulating - I.B.M.	4440	4560
Bell, Richard	B.S.	Assistant in audio-visual aids	3150 *	3420 *
Shand, Betty	R.N.	Head Nurse, Health Service	3840	4080
Mooney, Anita	R.N.	Nurse, McMurtry part-time	2070 a	2250 a
Hasemann, Elwood	B.S.	Alumni & Public Relations	---	2700 *
To be supplied	in Educ.	Extension office	---	1350 **

* On 9 months' basis

** On 9 months' basis, serving half time (\$150 per month)

a Temporary basis

PROCEEDINGS

Graduate Assistants

Permission to employ the following graduate assistants (these are equivalent to 5 in the total amount paid for their services:)

1 - Biological Science	- \$ 675 for 9 months
1 - Business Education	- 675 "
1 - Education	- 1350 "
1 - Library	- 1350 "
1 - Physical Education (Men)	- 1350 "
1 - Physical Science	- 675 "
1 - Speech	- 675 "

Student Teaching - Off Campus, 9 months

Sullivan, S. B.	M.A.	High School Supervisor, part-time	1710	1710
Davis, William	M.A.	Part-time director, Mc Murry band and orchestra	900	990

President and Administrative Officers - 1953-1954 -- 12 Months

Personal Services

Name	Academic Degree	Payroll Title and Rank	Salary Rate 1952-1953	Salary Rate 1953-1954
Holmes, Leslie A. President	Ph.D.	Professor	13000	13000
Hains, J. Robert Director of the Graduate School	Ph.D.	Professor	8580	9240 sp
Keller, Otto J. Director of Student Health Service, Examiner, University Retirement System	M.D.	Exec. Ass't in Educ. & Adm., Professor	8160	8760 sp
Zulauf, Romeo M. Dean of the Faculty	M.A.	Exec. Ass't in Educ. & Adm., Assoc. Prof.	8640	8880
Geigle, Francis R. Adm. Ass't to President	Ph.D.	Exec. Ass't in Educ. & Adm., Professor	7480 #	8520 sp

on 11 months basis

sp Special increase

TEACHERS COLLEGE BOARD

President and Administrative Officers - 1953-1954 (Continued)

12 Months

Personal Services

Name	Academic Degree	Payroll Title and Rank	Salary Rate 1952-1953	Salary Rate 1953-1954
Huebner, Max Director of Student Teaching	Ph.D.	Professor	7860	8520 sp
Fink, Stuart D. Principal, McMurry Laboratory School	Ph.D.	Professor	7560	8280 sp
Street, W. Paul Director, Public Relations Executive Secretary, Alumni Association	Ph.D.	Professor	7860	8100 -
Hanson, Ernest E. Dean of Men	Ed.D.	Exec. Ass't in Educ. & Adm., Professor	7440	8040 sp pr
Anderson, Emil A. Business Manager	—	Exec. Ass't in Educ. & Adm.	7080	7800 sp
Bartels, Martin (3) Director of Placement	Ph.D.	Associate Professor	6960	7680 sp
Moor, Helen S. Dean of Women	M.A.	Exec. Ass't in Educ. & Adm., Assoc. Prof.	7260	7680
Clettenberg, Joseph Director of Extension	Ph.D.	Associate Professor	6480	6960 pr
Merritt, James Assistant Director, Student Teaching	Ed.D.	Associate Professor	6180	6480 pr
Proehl, Carl Assistant Director, Student Teaching	M.A.	Assistant Professor	6060	6360
Froom, William P. Assistant Director, Public Relations	M.A.	Assistant Professor	3600 L	6120
Leifheit, Edith Registrar	B.E.	Exec. Ass't in Educ. & Adm.	5640	6120
Brauel, Patricia Assistant Dean of Women	M.A.	Exec. Ass't in Educ. & Adm., Ass't Prof.	4800 M	5880 *
Pike, Carroll M., (2) Assistant Dean of Men	M.Ed.	Exec. Ass't in Educ. & Adm., Ass't Prof.	5640	5880
Montgomery, Lisbeth Director of Food Services	B.S.	Exec. Ass't in Educ. & Adm.	5520 B	5760 B
Totaro, Joseph (3) Director, Gilbert Hall	M.S.	Instructor	5400 M	5760 M

See footnotes on next page.

PROCEEDINGS

Name	Academic Degree	Payroll Title and Rank	Salary Rate 1952-1953	Salary Rate 1953-1954
Donnelly, Eugenie Director of Admissions	M.S.	Exec. Ass't in Educ. & Adm., Instructor	5040	5520
Sperling, Clara	B.S.	Exec. Ass't in Educ. & Adm.	4860	5100
Totaro, Sandra (2) Social director, Gilbert Hall	B.S.	Exec. Ass't in Educ. & Adm.	1125 Mn	1215 Mn

() Number of years served by those who have not achieved tenure

n Nine months - working half time

on 11 months basis

B Plus board

M Plus maintenance

L On leave at half salary

* Recommended for change from director of Williston Hall to assistant dean of women - total salary includes \$600 instead of maintenance

pr Recommended for promotion (from associate to professor; from assistant to associate professor)

sp Special increase

17. We wish to present for approval the summer session payroll for 1953.

Name	Title	New Rate			Total
		June	July	August	
		1 Mo.	1 Mo.		
Acker, George	Faculty Assistant	250	250	-	500
Adolph, Florence	Assoc. Professor	560	-	- 4 wks	560
Aikins, Harold	Professor	625	670	-	1295
Anderson, Alma	Assoc. Professor	615	640	-	1255
Anderson, Miriam	Assoc. Professor	630	680	-	1310
Anglin, Eleanor	Assoc. Professor	570	300	- 6 wks	870
Arch, Marjorie	Home Econ. Workshop	300	-	-	300
Baker, Arthur	Instr., Workshop	345	345	- 6 wks	690
Baker, Charles	Ass't Professor	500	550	-	1050
Baker, S. Orville	Assoc. Professor	560	600	-	1160
Beach, James W.	Assoc. Professor	580	580	-	1160
Beard, Jesse	Ass't Professor	500	550	-	1050
Bell, Richard	Faculty Assistant	350	380	-	730
Bellis, Bertha M.	Professor	705	730	-	1435
Bloomster, Maurine	Ass't Professor	520	550	-	1070

TEACHERS COLLEGE BOARD

Name	Title	New Rate			Total
		June 1 Mo.	July 1 Mo.	August	
Bullington, Robert	Assoc. Professor	560	600	300	1460
				(10 weeks)	
Burrell, Blanche	Assoc. Professor	575	600	-	1175
Burton, Emily	Ass't Professor	550	570	-	1120
Canon, Charles	Ass't Professor	470	510	-	980
Caldwell, Loren T.	Assoc. Professor	640	700	350	1690
				(10 weeks)	
Clark, George	Assoc. Professor	540	580	-	1120
Coar, Birchard	Professor	600	630	-	1230
Connor, J. Hal	Professor	705	730	-	1435
Cosgrove, Marjorie	Home Econ. Workshop	300	-	-	300
Crawford, Paul	Professor	645	690	-	1335
Davis, Sarah	Ass't Prof., Lib.	450	470	-	920
Dixon, Dorothy	Instr., Workshop	281.66	563.34	- 6½ wks	845
Edel, E. F.	Ass't Professor	275.	285	-	560
				(½ time - 8 wks)	
Eismann, Ruth	Ass't Prof., Lib.	420	450	-	870
Esmond, Robert	Instructor	480	480	-	960
Evans, George G.	Assoc. Professor	635	640	320	1595
Feltman, Irene	Ass't Professor	525	550	-	1075
Feyerherm, Harvey	Assoc. Professor	540	580	-	1120
Froom, William	Ass't Professor	480	-	-	480
Gabel, Otto J.	Professor	730	790	-	1520
Geigle, Francis R.	Professor	680	-	-	680
Gould, Howard W.	Professor	730	750	-	1480
Grant, Eugene	Assoc. Professor	540	580	-	1120
Hall, Homer	Ass't Professor	550	570	-	1120
Hanby, Bernadine C.	Assoc. Prof., Lib.	575	640	-	1215
Hardgrove, Mrs. Clarence	Assoc. Professor	580	620	-	1200
Harrison, Paul	Assoc. Professor	640	640	640	1920
Hasemann, Elwood	Faculty Assistant	150	150	150	450
				(½ time)	
Hayes, M. C.	Assoc. Professor	620	640	-	1260
Hayter, Earl W.	Professor	705	750	-	1455
Hellmich, Eugene	Professor	730	790	-	1520
Hertz, Gilman	Instructor	500	520	260	1280
Hjertstedt, Elvira	Instructor - workshop	300	400	-	700
Howell, Charles	Professor	720	770	-	1490
Huey, Frances	Assoc. Professor	560	580	-	1140

PROCEEDINGS

Name	Title	New Rate			Total
		June	July	August	
		1 Mo.	1 Mo.		
Ilika, Joseph	Instr., Workshop	500	250	—	750
Jameson, Hugh	Professor	730	750	—	1480
Johnson, Alice	Ass't Prof., Lib.	475	510	—	985
Johnson, Eino	Assoc. Professor	570	600	—	1170
Kahler, Robert	Ass't Professor	500	550	275	1325
King, Voris	Instructor	480	520	—	1000
Kohler, Roderick	Assoc. Professor	540	560	—	1100
LaBaw, Nye	Instructor	460	480	—	940
Langemo, Lillian	Instructor	420	460	—	880
Lane, Ruth	Instr., Workshop	226.66	453.34	—	680
Leavitt, Howard	Ass't Professor	520	550	—	1070
Lindbeck, Wendell	Professor	615	670	—	1285
Lloyd, John	Professor	660	710	—	1370
Lundstrom, Doris	Instr., Workshop	300	400	—	700
McFarland, Lewis	Professor	610	650	—	1260
McCoy, Mary	Ass't Professor	390.50	412.50	— 6 wks	803.50
McKinzie, Ralph	Ass't Professor	275	—	—	275
Malueg, Lenore	Instructor	420	460	—	880
Martin, James	Ass't Professor	525	550	—	1075
Meldrum, James	Ass't Professor	540	570	—	1110
Miller, Wilma	Assoc. Professor	520	560	—	1080
Millis, George	Instructor	475	520	—	995
Miner, Wallace	Assoc. Professor	570	600	—	1170
Mooney, Anita	Faculty Assistant	230	250	—	480
Munro, Helen F.	Instr., Workshop	345	345	—	690
Oakland, Milo T.	Assoc. Professor	640	640	640	1920
O'Connor, Marguerite	Assoc. Professor	560	580	—	1140
O'Connell, William	Professor	705	770	—	1475
Park, Esther	Ass't Prof., Lib.	480	530	—	1010
Pepinsky, Minerva	Ass't Professor	427.50	457.50	— 6 wks	855
Post, Charlotte	Instructor, Lib.	465	500	—	965
Reinemann, Martin	Ass't Professor	500	550	—	1050
Rigney, Carl	Ass't Professor	510	530	—	1040
Ringness, Thomas	Assoc. Professor	570	620	—	1190
Rohde, Charles	Ass't Professor	550	570	—	1120
Rolf, Frederick	Professor	630	690	—	1320
Roth, Bernice	Ass't Professor	480	530	132.50	1142.50

TEACHERS COLLEGE BOARD

Name	Title	New Rate			Total
		June	July	August	
		1 Mo.	1 Mo.		
Rowe, John	Assoc. Professor.	600	640	—	1240
Secrest, Lawrence	Ass't Professor	590	610	610	1810
Smelser, Arlene	Instructor	495	520	—	1015
Sohne, John	Ass't Professor	250	—	—	250
Swanson, Ethel	Instr., Workshop	226.66	453.34	—	680
Taylor, E. Ruth	Professor	630	690	—	1320
Terwilliger, George	Professor	660	710	—	1370
Trager, Lela	Ass't Professor	540	570	—	1110
Twombly, John	Ass't Professor	500	550	—	1050
Uhland, Maude	Professor	655	690	—	1345
Walker, Katherine	Ass't Prof., Lib.	515	550	—	1065
Weed, Frederic	Assoc. Professor	540	580	—	1120
Weedman, Alda	Instructor	465	500	—	965
Wehling, Helen	Instructor	120 M	—	—	120 M
Wesley, Wallace	Assoc. Professor	565	620	—	1185
Westbrook, May	Ass't Professor	270	—	—	270
Whitney, Reynolds	Instructor	500	520	—	1020
Williams, Esther	Professor	650	710	—	1360
Wilson, Jean L.	Instructor	370 M	380 M	190 M	940 M
Wilson, Kenneth	Assoc. Professor	560	580	—	1140
Wiggert, Elsie	Ass't Professor	550	356.25	—	906.25
			(6½ weeks)		
Yauch, Wilbur A.	Professor	680	730	—	1410

M — plus maintenance

18. Faculty and Staff Still to be Employed

1. Replacements

- 1 — Associate Professor, Department of Mathematics, replacing Mr. William B. Storm who retired in August, 1951
- 1 — Instructor, Department of Education, replacing Dr. Helen Messenger, retired in August, 1951
- 1 — Counselor, replacing Miss Carol Lutey, resigned in August, 1951
- 1 — Director, Williston Hall, replacing Miss Patricia Brauel who is being recommended as assistant dean of women

PROCEEDINGS

- 1 - Assistant director, Williston Hall, replacing Miss Jill Harstad who resigned
- 1 - Director, Adams Hall, replacing Miss Jean Wilson who resigned
- 1 - Health Co-ordinator, replacing Mrs. Ruth Frantz who resigned
- 1 - College nurse, replacing Miss Christine Niekamp who resigned
- 1 - College nurse, replacing Mrs. Sally Seastrom who resigned
- 1 - To assist in Department of Physical Education for Men, replacing Mr. Gilbert Wilson who resigned in 1951 and whose position was temporarily filled by Mr. Donald Fortunato

2. Vacancies Created by Leaves of Absence

- 2 - Instructors - Department of Fine Arts (Miss Hill and Mr. Canon on leave)
- 1 - Instructor - Department of Home Economics (Miss Lucke on leave)
- 1 - Librarian (Miss Post on leave)
- 1 - Instructor - Department of Music (Mr. Morris on leave)
- 1 - Instructor - Department of English (Dr. Clark on leave)

3. New Staff Members

- 1 - Instructor - Department of Business Education
- 1 - Instructor - Department of English
- 1 - Supervisor Student Teaching (elementary level)
- 2 - Instructors - Department of Education
- 1 - Instructor - Department of Fine Arts
- 1 - Associate Professor, Department of Physical Education for Women
- 1 - Instructor - Department of Social Science

III. OTHER SCHOOL EMPLOYEES

Nonacademic Staff, 1953-1954

Payable from Personal Services - General Revenue and Income Fund, Educational Operations

<u>NAME</u>	<u>TITLE</u>	<u>Salary Range</u>	
		<u>1952-53</u>	<u>1953-54</u>
New Position	Plant Maint. Engineer	\$ --	\$ 8,000.
Johnson, Arthur F.	Supt. Bldg. Maint.	5,424.	5,460.
Carlson, Arthur G.	Plumber (P.R.)	5,532.	5,532.
Cook, Howard L.	Electrician (P.R.)	5,532.	5,532.
Jacox, Clarence	Carpenter (P.R.)	5,160.	5,160.
Scott, Clarence	Carpenter (P.R.)	5,160.	5,160.
Blake, Harold	Custodial Supervisor	4,320.	4,476.

TEACHERS COLLEGE BOARD

<u>NAME</u>	<u>TITLE</u>		<u>Salary Range</u>	
			<u>1952-53</u>	<u>1953-54</u>
Brophy, Cleveland	Janitor	(N.R.)	2,580.	2,820.
Compuzano, F. M.	Janitor	(N.R.)	2,664.	2,820.
Ferrell, Andrew T.	Janitor	(N.R.)	2,664.	2,820.
Finnan, Francis H.	Janitor	(N.R.)	2,664.	2,820.
Friestead, Arthur	Janitor	(N.R.)	2,664.	2,820.
McConn, Alec	Janitor	(N.R.)	2,664.	2,820.
McGrew, Glenn F.	Janitor	(N.R.)	2,400.	2,610. (1)
Pantilla, Edwin	Janitor	(N.R.)	2,664.	2,820.
Turnbloom, Elmer	Janitor	(N.R.)	2,580.	2,820.
Wallberg, Walfred	Janitor	(N.R.)	2,664.	2,820.
Weber, Robert J.	Janitor	(N.R.)	2,400.	2,805. (2)
Williams, Herbert	Janitor	(N.R.)	2,664.	2,820.
Replacement	Janitor	(N.R.)	2,664.	2,640.
New Position	Janitor	(N.R.)	--	2,400.
Mosher, Agnes M.	Janitress	(N.R.)	2,400.	2,520.
Skaar, Lillie M.	Janitress	(N.R.)	2,400.	2,520.
Sparks, Jean	Janitress	(N.R.)	2,400.	2,520.
Eastwood, Fred	Watchman	(N.R.)	2,664.	2,784.
Lawson, Henry E.	Watchman	(N.R.)	2,664.	2,784.
Prall, J. Edward	Watchman	(N.R.)	2,664.	2,784.
Vannucci, Jannus	Equip. Attendant	(N.R.)	2,820.	2,940.
Mattson, Martin	Storekeeper	(N.R.)	3,540.	3,720.
Nash, Charles	Stores Clerk	(N.R.)	2,664.	2,784.
Hayes, Arnold	Stat. Engineer	(N.R.)	4,680.	4,920.
Homan, Fred	Stat. Engineer	(N.R.)	4,680.	4,920.
Latimer, Ray	Stat. Engineer	(N.R.)	4,680.	4,920.
Carlson, Donald	Stat. Fireman	(N.R.)	4,140.	4,296.
Crofoot, Wendell	Stat. Fireman	(N.R.)	4,140.	4,296.
Hardin, Halstead	Stat. Fireman	(N.R.)	4,140.	4,296.
Rhoades, Robert J.	Stat. Fireman	(N.R.)	4,140.	4,296.
Snyder, Donald	Stat. Fireman	(N.R.)	4,140.	4,296.
Hinkle, Albert L.	Stat. Fireman	(N.R.)	3,840.	4,296. (3)
Replacement	Stat. Fireman Helper	(N.R.)	3,300.	3,576.
Lorusso, Anthony F.	Operations Engineer		5,460.	5,640.
Kivell, Robert J.	Grounds Foreman	(N.R.)	3,948.	4,068.
Gallagher, Thomas J.	Maint. Equip. Opr.	(N.R.)	3,180.	3,360.
Huttunen, Arvo	Maint. Equip. Opr.	(N.R.)	3,180.	3,360.
Ruth, Harve S.	Maint. Equip. Opr.	(N.R.)	3,180.	3,360.
Blake, Elmer R.	Groundsman	(N.R.)	3,216.	3,240.
McDowell, Thomas	Groundsman	(N.R.)	3,156.	3,240.
Nash, Stephen B.	Groundsman	(N.R.)	3,060.	3,240.
Wedberg, Gunnar A.	Groundsman	(N.R.)	3,000.	1,200. (4)
New Position	Groundsman	(N.R.)	3,000.	1,200. (4)

PROCEEDINGS

NAME	TITLE	Salary Range	
		1952-53	1953-54
New Position	Groundsman	3,000.	1,200. (4)
New Position	Custodian	---	2,400.
Harry Pepple	Automotive Mechanic (N.R.)	4,020.	4,140.
Replacement	Driver (N.R.)		2,820.
Jordon, Bernard F.	Policeman (N.R.)	2,760.	2,940.
Walsh, William H.	Policeman (N.R.)	3,108.	3,168.
New Position	Asst. Bus. Manager	---	4,500.
New Position	Asst. to Registrar	---	3,600.
Hayden, Everett W.	Senior Accountant	4,200.	4,380.
Johnson, Olive S.	Chief Clerk, Level I	3,684.	3,780.
Mullis, Ferne B.	Secretary, Level I	3,480.	3,600.
Replacement	Secretary, Level I	3,240.	3,000.
New Position	Secretary, Level I	---	3,000.
Anderson, Dora C.	Clerk-Stenographer II	3,180.	3,360.
Bax, Constance C.	Clerk-Stenographer II	2,700.	2,820.
Beddick, Dorothy	Clerk-Stenographer II	2,760.	2,880.
Buzzell, Ruth	Clerk-Stenographer II	2,700.	2,820.
Concidine, Mary	Clerk-Stenographer II	2,640.	2,760.
Gommel, Dorothy	Clerk-Stenographer II	2,880.	3,000.
Finley, Dorothy	Clerk-Stenographer II	2,820.	3,000.
Groves, Leta	Clerk-Stenographer II	2,808.	2,928.
Johnson, Marjorie A.	Clerk-Stenographer II	2,700.	2,844.
Koski, Frances J.	Clerk-Stenographer II 50%	1,500.	1,500. 50%
Munch, Marilyn	Clerk-Stenographer II	3,048.	3,192.
Street, Lina L.	Clerk-Stenographer II	2,700.	2,820.
Replacement	Clerk-Stenographer II	3,024.	2,580.
Replacement	Clerk-Stenographer II	2,820.	2,580.
Replacement	Clerk-Stenographer II	2,820.	2,580.
List, Joyce	Clerk-Stenographer III	2,940.	3,120.
Baxter, Mae	Clerk-Stenographer I	2,628.	2,688.
Bollet, Beverly	Clerk-Stenographer I	2,628.	2,772.
Replacement	Clerk-Stenographer I	2,520.	2,220.
Replacement	Clerk-Stenographer I	2,388.	2,220.
Herrick, Kathryn	Clerk-Stenographer I	2,520.	2,664.
Johnson, Genevieve	Clerk-Stenographer I	2,808.	2,880.
Manderfeld, Terese M.	Clerk-Stenographer I	2,220.	2,340.
New Position	Clerk-Stenographer I	---	2,220.
New Position	Clerk-Stenographer I	---	2,220.
New Position	Clerk-Stenographer I	---	2,220.
Babcock, Mary E.	Clerk-Typist II	2,400.	2,580.
Hixon, Elizabeth S.	Clerk-Typist II	2,220.	2,400.
Moyer, Carol L.	Clerk-Typist II	2,220.	2,340.
Renner, Blanche E.	Clerk-Typist II	2,760.	2,880.

TEACHERS COLLEGE BOARD

NAME	TITLE	Salary Range	
		1952-53	1953-54
Yeager, Ruth K.	Clerk-Typist II	2,520.	2,700.
Replacement	Clerk-Typist II	2,400.	2,400.
Morton, Ellyn J.	Library Clerk III	2,400.	2,520.
O'Neil, Loretta M.	Jr. Purchasing Asst.	2,880.	3,036.
Harris, Margaret	Asst. Cashier	2,664.	2,784.
Owen, Inez T.	Bookkeeping Mach. Opr. II	2,520.	2,688.
Cossart, Jean	Tabulating Mach. Opr. I	2,760.	2,880.
Walt, Norma J.	Tabulating Mach. Opr. I	2,760.	2,880.
Buchan, Betty L.	Duplicating Mach. Opr. III	2,400.	2,520.
Replacement	Duplicating Mach. Opr. I	2,220.	2,340.
Rogers, Joan B.	Switchboard Operator	2,100.	2,220.
New Position	Inventory Clerk	---	2,220.
New Position	Post Office Clerk	---	2,100.

Nonacademic Employees for 1953-1954 - Payable from Bond Revenue Fund -- Men's Residence Hall

Noble, George	Food Production Mgr.	\$ 5,100.	\$ 5,220.
Evans, Beatrice K.	Clerk II	2,100.	2,220.
Jenson, Lavonne G.	Clerk-Typist I	2,220.	2,340.
Meier, Mary L.	Clerk-Typist I	2,232.	2,352.
Saarela, Charles D.	Baker (N.R.)	3,300.	3,390. (12)
Duffy, Clifford M.	Cook II (N.R.)	3,000.	3,000.
Little, Rose	Cook II (N.R.)	2,448.	2,628.
Ward, Charlotte	Cook II (N.R.)	2,808.	2,808.
Butler, Margaret	Cook I (N.R.)	2,448.	2,568.
Liddick, Ruth E.	Cook I (N.R.)	2,220.	2,240. (5)
Smith, Inez	Cook I (N.R.)	2,220.	2,290. (6)
Wilson, Olga	Cook I (N.R.)	2,160.	2,200. (7)
Loescher, Olive P.	Housekeeper (N.R.)	2,160.	2,200. (8)
Peterson, Lillian M.	Housekeeper (N.R.)	2,400.	2,400.
Seppala, Senja	Housekeeper (N.R.)	2,328.	2,520.
Holbo, Elmer	Janitor Crew Leader (N.R.)	3,108.	3,228.
Deegan, John F.	Janitor (N.R.)	2,664.	2,820.
Halstead, S. Pinkie	Janitor (N.R.)	2,580.	2,820.
Jarvi, Frank	Janitor (N.R.)	2,664.	2,820.
Liddick, Irvin	Janitor (N.R.)	2,400.	2,715. (9)
Murray, John L.	Janitor (N.R.)	2,400.	2,400.
Pitcher, William G.	Janitor (N.R.)	2,400.	2,715. (9)
Anderson, Maude	Kitchen Helper (N.R.)	2,448.	2,520.
Biers, Emma	Kitchen Helper (N.R.)	2,448.	2,520.
Hickerson, Jennie	Kitchen Helper (N.R.)	2,448.	2,520.

PROCEEDINGS

<u>NAME</u>	<u>TITLE</u>		<u>Salary Range</u>	
			<u>1952-53</u>	<u>1953-54</u>
Halstead, Selma E.	Kitchen Helper	(N.R.)	2,100.	2,180. (10)
Kujala, Ella	Kitchen Helper	(N.R.)	2,100.	2,220.
McDowell, Ruth M.	Kitchen Helper	(N.R.)	2,100.	2,220.
Tangerose, Gertrude	Kitchen Helper	(N.R.)	2,448.	2,520.
New Position	Kitchen Helper	(N.R.)	---	2,100.
Murray, Agnes M.	Kitchen Helper	(N.R.)	2,100.	2,220.
Wilkins, Reed B.	Kitchen Laborer	(N.R.)	2,400.	2,490. (11)
Replacement	Kitchen Laborer	(N.R.)	2,400.	2,400.
Sieferman, Emma	Salad Maker	(N.R.)	2,100.	2,220.

Nonacademic Employees for 1953-54 - Payable from Bond Revenue Fund - Cafeteria

Lundberg, James	Food Service Manager		5,496.	5,616.
Replacement	Food Production Mgr.		3,900.	4,020.
Collin, Bessie	Cook I	(N.R.)	2,436.	2,496.
Nelson, Emma	Cook I	(N.R.)	2,700.	2,700.
Garman, Dorothy	Cook I	(N.R.)	2,400.	2,400.
Hayes, Agnes	Salad Maker	(N.R.)	2,232.	2,352.
Replacement	Salad Maker	(N.R.)	2,100.	2,220.

Nonacademic Employees for 1953-54 - Payable from Income Fund - Auxiliary Enterprises.

Evensen, Andrew	Maintenance Worker	(N.R.)	3,480.	3,600.
Pavelich, Kathryn A.	Clerk-Typist I		2,220.	2,292.

(N.R.) Indicates rates negotiated with the Union representing these employees.

(P.R.) Is the present prevailing Union Rate.

- (1) - Rate will be \$2,400 from July 1, 1953 to January 1, 1954 and \$2,820. from January 1, 1954 to July 1, 1954.
- (2) - Rate will be \$2,400 from July 1, 1953 to August 1, 1953 and \$2,820. from August 1, 1953 to July 1, 1954.
- (3) - Is at present Classified as Stationary Fireman Apprentice, and new rate will prevail if he successfully passes the Stationary Fireman Examination, otherwise rate will be \$3,996.

TEACHERS COLLEGE BOARD

- (4) - To be employed on a temporary basis, not to exceed 6 months.
- (5) - Salary range will remain at \$2,220. until May 16, 1954, when range will become \$2,340.
- (6) - Salary range will remain at \$2,220. until December 1, 1953 when range will become \$2,340.
- (7) - Salary range will remain at \$2,160. until March 1, 1954 when range will become \$2,280.
- (8) - Salary range will remain at \$2,160. until March 1, 1954 when range will become \$2,400.
- (9) - Salary range will remain at \$2,400. until October 1, 1953 when range will become \$2,820.
- (10) - Salary range will remain at \$2,100. until November 1, 1953 when range will become \$2,220.
- (11) - Salary range will remain at \$2,400. until October 16, 1953 when range will become \$2,520.
- (12) - Salary range will be \$3,300. until October 1, 1953 when range will become \$3,420.

1. Replacements

Mary E. Cordaro, duplicating operator I at \$185 per month as of January 12, replacing Arlene Osenberg, resigned December 31

Ruth Geneve Yaeger, clerk-typist II at \$200 per month as of January 12, replacing Inez T. Owen, transferred to Book-keeping Machine Operator II

Harold Lindus (temporary) bus driver at \$1.50 per hour as of January 16, replacing Harold Long who went into the service - June.

Oliver P. Loescher, Cook I, at \$180 per month as of January 16, replacing Peggie B. Warren, resigned as of December 15.

Elizabeth Hixon, clerk typist II at \$185 per month as of February 1, replacing Anja Weiherman, resigned December 19

Therese M. Manderfeld, clerk-stenographer at \$185 per month as of February 9, replacing Ruth Buzzell, transferred to clerk-stenographer II position as of August 31

PROCEEDINGS

Mary E. Babcock, clerk-typist II at \$200 per month as of February 16, replacing Jean Thompson, resigned as of May 31

Olga Wilson, Cook I at \$180 per month as of February 23, replacing Olive Loescher, transferred to housekeeper as of February 23

Carol L. O'Connell, clerk-typist II at \$185 per month as of March 1, replacing Evelyn Polson, resigned July 15

Marian J. Gould, clerk-stenographer II at \$200 per month as of March 1, replacing Marion M. Johnson, resigned March 15

Constance C. Bax, clerk-stenographer II at \$225 per month as of March 9, replacing Rita M. Iverson, resigned March 15

Dolores Weber (temporary, halftime basis) clerk-stenographer I, rate \$210 as of March 16, replacing Jane Britton, changed to half time basis as of March 16

2. Resignations

Donald Harmes, Janitor as of March 1

Mary E. Cordaro, duplicating operator I as of February 28

Bergis W. Bergeson, Janitor as of March 10

Marian Montavon Johnson, clerk-stenographer II as of March 15

Rita M. Iverson, clerk-stenographer II as of March 15

Edward L. Curran, food production manager, as of March 20

3. Leaves of Absence

Francis H. Finnan, Sr. from December 1 to January 5

Frances R. Nash, housekeeper, from February 16, 1953 to undetermined date

4. Change of Status

Betty Lou Manderfeld from duplicating operator I to III as of January 1 (\$170 to \$200 per month)

Alec McConn, janitor, from \$200 to \$222 as of January 1

Fidele Compuzzano, janitor, from \$200 to \$222 as of January 1

Marian M. Johnson, clerk-stenographer II from \$185 to \$215 as of January 1

Clarence Jacox, Carpenter, from \$2.52-1/2 per hour to \$2.62-1/2 per hour as of January 1

Clarence Scott, Carpenter, from \$2.52-1/2 per hour to \$2.62-1/2 per hour as of January 1

TEACHERS COLLEGE BOARD

George Noble, food production manager, from \$400 to \$425 as of February 1

Emma Nelson, Cook I from \$210 to \$225 per month as of February 1

Albert Lace Hinkle, apprentice Stat. Fireman, from \$295 to \$320 as of February 1

Joyce List, from clerk-stenographer I to III as of March 1

Howard Cook, electrician, from \$2.53 to \$2.65 per hour as of March 1

Olive P. Loescher, from Cook I to Housekeeper as of March 1

Jane G. Britton, clerk-stenographer I from full time to one-half time basis as of March 16

Harold Blake, custodial supervisor, from \$350 to \$360 per month as of April 1

Loretta O'Neil, Jr. Purchasing Agent, from \$230 to \$240 as of April 1

Joyce List, clerk-stenographer III from \$235 to \$245 as of April 1

Dora C. Anderson, clerk-stenographer II from \$260 to \$265 as of April 1

Mary Concidine, clerk-stenographer II from \$215 to \$220 as of April 1

E. Blanche Renner, clerk-typist II, from \$222 to \$230 as of April 1

Ruth K. Yaeger, clerk-typist II, from \$200 to \$210 as of April 1

Anthony Lorusso, operations engineer, from \$445 to \$455 as of April 1

Elmer R. Blake, groundsman, from \$258 to \$268 as of April 1

Stephan Nash, groundsman, from \$247 to \$255 as of April 1

Harry O. Pepple, automotive mechanic, from \$325 to \$335 as of April 1

Inez T. Owen, bookkeeping Machine Operator II from \$200 to \$210 as of April 1

Bernard Jordan, policeman, from \$215 to \$230 as of April 1

Joyce Hale, secretary, level I, from \$263 to \$270 as of April 1

PROCEEDINGS

Dorothy Bedick, Clerk-stenographer II, from \$220 to \$230 per month as of May 1

Dorothy Gommel, Clerk-stenographer II, from \$235 to \$240 as of May 1

Ferne Mullis, secretary, level I, from \$280 to \$290 as of May 1

Ruth M. Rohde (Temporary) Salad Maker at \$175.00 (2/3 time) as of April 1, replacing Erie Kivell, leave of absence as of April 15.

Mary Catheline Pickering, Food Production Manager at \$325.00 per month as of April 6, replacing Edward L. Curran, resigned as of March 20.

Mrs. Ruth E. Liddick, Cook I at \$185.00 per month as of April 16, replacing Berthel L. Devorak, resigned as of April 8

Jean E. Sparks, Janitress at \$200.00 per month as of April 27, replacing Gathel L. Haseker, resigned as of April 7.

Gunnar Wedberg (Temporary) Groundsman at \$250.00 per month as of April 13, for six months.

2. Resignations

Mrs. Jeannette Gould, Clerk-Steno. II, as of April 6

Gathel L. Haseker, Janitress, as of April 7.

Berthel L. Devorak, Cook I, as of April 8.

Marlene M. Lyon, Clerk-Steno. II, as of April 15.

3. Leaves of Absence

Erie Kivel, Salad Maker, as of April 16, 1953 to Sept. 1, 1953.

4. Change of Status

Clifford M. Duffy, Cook II, from \$225.00 per month to \$250.00 per month as of April 1.

IV. THE ORGANIZATION

a) Reports of Accrediting Committees

At the March 23, 1953 Board Meeting in Springfield, members of the Board were given a copy of the written report that we had received from the American Association of Colleges for Teacher Education visitation committee which was on the campus November 3-4, 1952. This report is quite similar in content to one that we received early in March from the North Central Association of Colleges and Secondary Schools.

TEACHERS COLLEGE BOARD

Representatives of the North Central Association visited Northern on November 3-4 in response to our request that Northern be accredited for graduate work on the master's degree level. A copy of this report is being mailed with this board report. One problem as pointed out by North Central has been presented to the Board by way of a letter dated March 31 which indicated that the college needs a complete reorganization of its administrative procedures. In that letter I asked for cooperation of the Board during the reorganization of the administrative practices and procedures here at Northern and while we adjust to the suggestions of the North Central to strengthen the college. The North Central Association will revisit us within two years to see if their suggestions have been placed in operation.

b) "Purpose" of Northern

At the meeting of the heads of departments and the members of the college Curriculum Committee on January 8, 1953, the following motion was passed. Board members will be interested to notice how this fits in with suggestions made by the visiting committees.

"That this college should not seek to perform other functions, for the present, than the education of teachers for the public schools except that it should continue to offer a program in general education and pre-professional work which should include only courses offered in the teacher-education curricula."

V. THE CURRICULUM

a) Extension Centers

At the June 23, 1952 meeting of the Teachers College Board, the college presented evidence of the need for centers in which both undergraduate and graduate work may be offered by extension. At that time we were conducting research in various areas to ascertain the need for extension work and the availability of adequate facilities. The result is that we should like the following additional places approved as centers in which courses may be offered for graduate credit: Thornton Junior College, Thornton, Illinois; LaGrange Junior College, LaGrange; and Waukegan Township High School, Waukegan.

Thornton Junior College is accessible to many teachers in the southern part of the Cook County area, LaGrange Junior College can serve many teachers and scholl dis-

PROCEEDINGS

tricts west and southwest of Chicago, and the Waukegan Township High School can provide for those in the northern area. Each of these three places is heartily approved for graduate offerings by the administrators and teachers of its area.

We should also like approval of the St. Charles School for Boys as a place in which Social Science 491 -- Materials and Problems of Elementary School Instruction -- maybe offered during the summer of 1953 for graduate as well as undergraduate credit. This course which deals with methods and materials in the social studies, is being offered at the specific request of the superintendent of the school as a part of the complete reorganization program of their social studies curriculum. It is designed specifically to aid the teachers at the boys' school in building a series of units peculiarly adapted to their needs.

b) Additions to Faculty List for Graduate Teaching - Department of Education

Dr. Eleanor Anglin, Associate Professor of Education

Dr. Anglin holds two degrees - B.S. and M.A. granted by the University of Pennsylvania and one - the doctorate - granted by Cornell University. She is widely experienced in elementary school and college teaching. Currently, she is a member of our McMurry Laboratory School faculty.

Dr. Bertha M. Bellis, Professor of Education

Dr. Bellis received all three of her degrees from Northwestern University: A.B., A.M., and Ph.D. She has been a member of our McMurry Laboratory School faculty since 1920 and has taught college classes during summer sessions and in extension.

Dr. Stuart D. Fink, Professor, Principal, McMurry Laboratory School

Dr. Fink received all three of his degrees at the University of Minnesota - A.B., M.A., and Ph.D. He has been principal at McMurry since 1936, has served on numerous faculty committees and the Administrative Council and as chairman of the Internal Budget Committee as well as chairman of the Space Committee whose lot it is to "find" space for classrooms and faculty offices!

TEACHERS COLLEGE BOARD

b) Change of System of Operating the College

By directive of the College Senate, a faculty committee collected data by changing from the quarter to the semester system, distributed this report to the faculty for study prior to the regular faculty meeting on May 6, 1953, and committee members had charge of the discussion at the meeting. It was recommended by the faculty that the college change from the quarter to the semester plan beginning with the autumn quarter, 1954.

VI. BUILDINGS AND GROUNDS

Self-liquidating residence for women

With the critical need for teachers and the fact that hundreds of prospective teachers are not coming to Northern because of lack of housing, I should like to suggest that just as soon as possible, additional dormitories be erected to house our students. It is believed that our physical plant, by operating more hours per day and in view of the fact that we have a few additional rooms for classrooms, could care for another 374 students, should a self liquidating building be erected for women - following the plan of Gilbert Hall.

VII. AUXILIARY ENTERPRISES

Teachers College Income Fund January 1 - March 31, 1953

RECEIPTS

Balance, January 1, 1953	\$ 5,310.12
Barracks - rental	<u>6,418.49</u>
Total	\$11,728.61

EXPENDITURES

Personal Services	
Salaries	1,187.50
Contractual Services	
Telephone and telegraph	9.30
Freight, express, drayage	410.49
Gas and electricity	3,707.48
Miscellaneous utility service	133.36
Waste removal, cleaning, and exterminating service	50.12
Office expense	
Miscellaneous professional and technical services	1,770.95

PROCEEDINGS

Commodities

Structural and maintenance materials	207.58
Household and cleaning supplies	<u>57.53</u>
Total expenditures	<u>7,534.31</u>
Balance - receipts over expenditures	\$ 4,194.30

Teachers College Board Bond Revenue Fund Cafeteria Balance Sheet as of December 31, 1952

ASSETS

Current Assets:

Cash - Construction Fund	
Cash - T. C. Board Revenue Fund	\$19,905.69
Cash - Treasurer Clearing Account	5,319.77
Cash - Operation and Maintenance Fund	8,238.39
Cash - Interest and Sinking Fund	4,202.93
Cash - Depreciation Fund	2,424.45
Cash - Reserve Fund	<u>2,714.55</u>
Total - Cash balance	\$48,805.78
Food inventory - Cafeteria.....	2,732.45
Food inventory - Tea Room	1,591.18
Accounts Receivable - Cafeteria	487.00
Accounts Receivable - Tea Room	<u>260.00</u>
TOTAL - CURRENT ASSETS	\$ 53,876.41

Prepaid Expenses

Prepaid insurance.....	506.91
------------------------	--------

Fixed Assets

Building and Equipment	50,851.60
Office Furniture and Fixtures.....	316.62
Household Furniture and Fixtures	9,893.79
Equipment not otherwise classified	606.00
Equipment - Tea Room	----
Equipment - Cafeteria	<u>----</u>
TOTAL - FIXED ASSETS	<u>61,668.01</u>
TOTAL ASSETS	\$ 116,051.33

TEACHERS COLLEGE BOARD

Teachers College Board Bond Revenue Fund (Continued) Cafeteria (Continued) Balance Sheet as of December 31, 1952 (Continued)

LIABILITIES AND SURPLUS

Current Liabilities

Reserve for bond int. and retirement	840.52
Accounts Payable - Food - Cafeteria	1,964.18
Accounts Payable - Food - Tea Room	<u>1,416.42</u>
Total - current liabilities.	\$ 4,221.12

Deferred Income

Student fees	764.00
--------------------	--------

Funded Debt

Bonds Payable	42,000.00
---------------------	-----------

Surplus

Earned surplus	61,133.59
Capital surplus	<u>7,932.62</u>
Total - surplus	<u>69,066.21</u>

TOTAL LIABILITIES AND SURPLUS \$116,051.33

Men's Residence Hall Balance Sheet as of December 31, 1952

ASSETS

Current Assets

Cash - Clearing account	\$66,727.00
Cash - Bond Revenue Fund	87,308.07
Cash - Construction	116,283.82
Cash - Operation and Maintenance Fund	24,171.20
Cash - Interest and Sinking Fund	31,087.75
Cash - Reserve Fund	14,000.00
Cash - Depreciation Fund	<u>14,000.00</u>
Total - cash balances	\$353,577.84
Inventory - operation & Maint. - Adams	1,518.49
Inventory - operation & Maint. - Williston ...	2,691.60
Inventory - operation & Maint. - Gilbert	<u>3,403.97</u>
Total - Current Assets	\$361,191.90

PROCEEDINGS

Prepaid Expenses

Prepaid bond expense.....	24,600.00	
Prepaid insurance.....	<u>3,244.16</u>	
Total Prepaid Expenses		27,844.16

Fixed Assets

Permanent Improvements - Gilbert Hall	1,024,669.18	
Permanent Improvements - Williston Hall	62,263.84	
Permanent Improvements - Adams Hall.....	24,689.28	
Household Furniture & Equipment - Adams ...	2,064.85	
Household Furniture & Equipment - Williston..	1,874.93	
Household Furniture & Equipment - Gilbert ..	<u>39,152.50</u>	
Total Fixed Assets		<u>1,154,714.58</u>
TOTAL ASSETS		\$ 1,543,750.64

LIABILITIES AND SURPLUS

Current Liabilities

Accounts Payable - Food	13,805.87	
Reserve for Bond Interest & Retirement.....	8,471.00	
Deferred Income - Williston	26,869.00	
Deferred Income - Adams.....	15,676.00	
Deferred Income - Gilbert	<u>27,248.89</u>	
Total Current Liabilities		92,070.76

Funded Debt

Bonds Payable.....	1,350,000.00
--------------------	--------------

Surplus

Earned Surplus.....	95,279.88	
Capital surplus.....	<u>6,400.00</u>	
		<u>101,679.88</u>
TOTAL LIABILITIES AND SURPLUS.....		\$ 1,543,750.64

TEACHERS COLLEGE BOARD

Teachers College Bond Revenue Fund Cafeteria - Tea Room

Profit and Loss Statement, October 1 - December 31, 1952

Sales	\$27,594.71	
Less: Cost of goods sold	12,504.10	
Gross profit on sales		\$15,090.61
Expenses (operating)		
Personal Services	10,981.08	
Contractual Services	104.69	
Office Expenses	63.36	
Other Commodities	945.65	
		<u>13,036.78</u>
Net profit on operations		\$ 2,053.83

Other Income

Student fees	1,332.00	
Other Expense (Interest)	369.00	963.00
Net profit for period - October 1 - December 31, 1952		\$ 3,016.83

Men's Residence Hall

Profit and Loss Statement, October 1 - December 31, 1952

Income

Food Sales	110,544.61	
Less: Cost of goods sold ..	46,942.71	
		63,601.90
Room rental income	43,857.00	
Gross profit on food sales and room rentals		\$107,458.90

Expenses (operating)

Personal Services	30,974.07	
Other Commodities	5,667.00	
Contractual Services	3,651.32	
Office Expense	645.00	
		<u>40,937.39</u>
Net profit on operations		\$66,521.51

Financial Expense

Amortization of bond issue expenses	150.00	
Interest expense	18,000.00	
		<u>18,150.00</u>

Net profit - October 1 - December 31, 1952		\$48,371.51
--	--	-------------

PROCEEDINGS

IX. MISCELLANEOUS

- a. At the regular faculty meeting held on April 8, 1953, by unanimous vote of the faculty, it was agreed to reaffirm the statement given below with instruction to the public relations department of the college to do with it what seemed advisable. We are reporting this as a matter of interest to the Teachers College Board.

This statement was passed by the faculty of Northern Illinois State Teachers College on May 18, 1948 - reaffirmed on April 8, 1953:

As members of the teaching profession we are keenly aware that tremendous changes have taken place in our physical world during the past few decades. The transition from an agricultural, rural and largely self-sufficient society to a highly industrialized, urban and interdependent society has changed our entire physical and material basis of living within something less than a century.

As students with some regard for the lessons of history, we are also aware that human institutions change more slowly than the material conditions under which they operate. If our American institutions are to continue to fulfill their avowed purpose of safeguarding and promoting the dignity and worth of men in a free society, these institutions must continually undergo critical scrutiny in the light of changing conditions, and occasionally they must be improved in order to fulfill that function in a more effective manner. The American people have never hesitated to make such changes whenever they have been in the public interest. We have, for example, added twenty-one amendments to our Constitution since its adoption in 1789.

We believe that such changes, however advisable and necessary, should be made only after full and free discussion and always according to the fundamental principles of democracy and within the framework of our constitutional system.

At the present time our democratic institutions and way of life are being threatened. We are aware of these threats and of the sources from whence they spring. We believe, as teachers and scholars, that one of the greatest allies of communism and fascism is ignorance. As long as the communist and fascist remain unidentified, as long as there is confusion as to their programs and lack of understanding as to their ultimate aims and purposes, they are dangerous. If some of us, therefore, discuss these and any other hostile

TEACHERS COLLEGE BOARD

ideologies in our classrooms, if some of us ask our students to investigate fascism and communism, and familiarize themselves with their programs, it is not for the purpose of advocating either the doctrines or the systems. Our purpose is to equip our students with the necessary knowledge which will enable them to detect the danger and make intelligent discrimination between those who seek only to improve our own institutions and those who seek to destroy them. If we did not do this, we would be avoiding our duty to our profession and would be derelict in our duty to the democratic society whose servants we are. The basic principle upon which all of our study and teaching is predicated is our abiding conviction that public education as an institution can exist and achieve its ultimate purpose only in a democratic society of free men. We neither advocate nor desire any other form of society.

b. Contracts and Purchase Projects

1. Bids have been taken by the Division of Architecture and Engineering on bronze tablets for the Newell D. Gilbert Residence Hall, the following bids having been received on May 6, 1953 for 3 bronze tablets:

American Seating Company	\$ 1,010.00
Ralph Watkins Metalcrafts	1,173.40
Bronze, Incorporated	1,350.70
American Bronze Company	1,710.00

We recommend the approval of the low bid and the awarding of a contract to the American Seating Company. The cost will be paid for from the Construction Fund Account, Bond Revenue Fund, Men's Residence Hall.

2. When plans were prepared for the remodeling of the former library area, provision was not made for the installation of a suspended ceiling in the corridor outside of the typing and shorthand rooms, to correspond to the suspended ceiling in the other portions of the area and for the installation of a formica wainscot to match the wainscoting in the building. The contractor, Fred Berglund & Son, has submitted a proposal to make the necessary installation at a cost of \$1,346.00. The state superintendent of construction, supervising this work, states the proposal is fair and reasonable and we therefore recommend its acceptance. We have sufficient funds available in our appropriation for the rehabilitation and modernization of present buildings, Senate Bill No. 771, to cover the cost of this addition to the present contract.

PROCEEDINGS

3. Over the years the screens for Williston Hall have been deteriorating and at the present time we have screens for but a few of the windows. Bids were recently secured for the installation of new screens, specification providing for tubular steel frames, finished in two coats of baked-on enamel, metal splines and the corners to be similar to those provided for Adams Hall and Gilbert Hall. Two quotations were received, as follows:

Chamberlain Company of America.....	\$4,850.00
Goodwin Construction Company	5,265.00

we are familiar with the work of the Chamberlain Company which provided the screens for Adams Hall and for the Home Management House and recommend the acceptance of the Chamberlain Company bid. Funds are available in the Construction Fund Account, Bond Revenue Fund, Men's Residence Hall, for this improvement.

4. In our appropriation Income Fund, Educational Operations, we have a line item appropriation, Contingent Fund, in the amount of \$46,300. This fund may be allocated to whatever other line item requires additional funds. Careful analysis indicates that we will need \$40,000 additional funds in the line item "Personal Services."
- b. In addition to the allocation to Personal Services, we would like to have \$1,500 allocated to Travel. We have been informed that the Teachers College Board desires us to pay the travel expenses for the board for both the months of May and June.
- c. We also desire the allocation of \$2,100 to the Equipment appropriation in order that we may purchase additional books for the library as recommended in the North Central report and to purchase other much needed equipment.
- d. In connection with the purchase of equipment we desire to have authorization to secure quotations covering the purchase of a Flexowriter or equivalent equipment, not to exceed the cost of \$2,400. We are distributing a description of the Flexowriter which describes the equipment and its many uses.

TEACHERS COLLEGE BOARD

X. SUMMARY. Approval is requested on the following:

1. Leave of absence without salary for the spring quarter, 1953, for Mr. Wilbur Smith as indicated.
2. Appointment of Mr. Charles Osborne to teach courses in music as indicated.
3. Re-appointment of Mr. Arthur Baker, Mr. Joseph Ilika, and Miss Helen F. Munro for the Health Education Workshop as indicated.
4. Re-appointment of Miss Dorothy I. Dixon, Mrs. Ruth Lane, and Mrs. Ethel Swanson for the Elementary Education Workshop as indicated.
5. Appointment of Miss Marjorie Arch and Mrs. Marjorie Cosgrove for the Home Economics Workshop as indicated.
6. Appointment of Miss Elvira Hjertstedt and Miss Doris Lundstrom for the DeKalb summer elementary unit as indicated.
7. Appointment of Mrs. Donna Gras, Miss Margaret Jane Tyler, and Mr. Reginald Nash as indicated.
8. Return to duty of the faculty members on leave as listed.
9. Leaves of absence without salary as indicated for Dr. George Clark, Dr. Norman Levardsen, and Mr. Robert Morris.
10. Leaves of absence at one-half salary for the faculty members as listed.
11. Change of status for faculty members as listed.
12. Leave of absence for illness for Mr. Romeo M. Zulauf as indicated.
13. Acceptance of the resignations of faculty members as listed.
14. Appointment of Dr. James W. Beach, Miss Stella Clifford, and Mr. Herbert Miller as indicated.
15. Appointment of Dr. Virgil W. Alexander, Mr. Richard E. Lawrence, Miss Joan O'Keefe, and Dr. John L. Pineault as indicated.
16. Faculty and administrative salaries for 1953-1954.
17. Summer session faculty for 1953.

PROCEEDINGS

18. Permission to employ replacements for staff and additional members as soon as possible.
19. Non-academic salaries for 1953.
20. Replacements for non-academic staff.
21. Acceptance of resignations of non-academic staff.
22. Approval of leaves of absence for non-academic staff.
23. Change of status for non-academic staff as listed.
24. Revise in its entirety, the administrative procedures as recommended by the North Central Association and to put into effect other recommendations of the North Central Association that will strengthen the college.
25. Approval of extension centers for graduate credit as listed.
26. Approval to offer an extension course at the St. Charles School for Boys for the summer of 1953 as indicated.
27. Approval of faculty to teach graduate courses as listed.
28. Change from quarter to semester system as indicated.
29. Plan a women's residence similar to Gilbert Hall to be erected as soon as possible.
30. Permission to proceed with contracts and projects as listed.

Respectfully submitted,

LESLIE A. HOLMES, President

MINUTES OF MEETING OF THE TEACHERS COLLEGE BOARD NORTHERN ILLINOIS STATE TEACHERS COLLEGE DeKalb, Illinois May 18, 1953

The Teachers College Board and the college Presidents convened at 9:00 A.M. (D.S.T.) Monday, May 18, 1953, in the Science Building on the campus of Northern Illinois State Teachers College, DeKalb, Illinois. Lewis M. Walker, Chairman of the Board, presided.

Chairman Walker called the meeting to order, roll was called, and the following members voted present:

TEACHERS COLLEGE BOARD

Mr. Lewis M. Walker, Chairman
Mr. R. A. Stipes, Jr., Vice-Chairman
Mr. Walter Fredenhagen Dr. William C. Reavis
Mr. Morton H. Hollingsworth Mr. Clarence Ropp
Dr. Vernon L. Nickell Mr. Alexander Summers
Mr. Chauncey B. Watson, Sr.

The following members were absent:

Mr. Carl Dunbar Dr. Lester O. Schriver

Also present were the following:

Dr. Robert G. Buzzard, President
Mr. Raymond R. Gregg, Business Manager
Eastern Illinois State College
Dr. R. W. Fairchild, President
Mr. Preston M. Ensign, Business Manager
Illinois State Normal University
Dr. F. A. Beu, President
Western Illinois State College
Dr. Leslie A. Holmes, President
Mr. Emil A. Anderson, Business Manager
Northern Illinois State Teachers College
Dr. Richard G. Browne, Executive Officer
Mr. Chas. G. Lanphier, Secretary
Mr. Arthur Samooore, Supervising Accountant
Teachers College Board - Central Office
Springfield, Illinois

Chairman Walker remarked about the enjoyable time the Board had with their visit to the Lorado Taft area and how impressed and surprised all were at the scope of possibilities and potentialities available in the development of this area.

The first matter of business before the Board was the approval of the minutes of the meeting of April 20, 1953.

Prior to a motion for the approval of said minutes Dr. Reavis asked that in the thirty-third line on page 278 the word "automatic" be inserted immediately prior to the work "increases".

There being no further corrections to said minutes, Mr. Nickell moved that the minutes of the meeting of April 20, 1953, be approved as corrected. The motion was seconded by Mr. Stipes and unanimously carried.

PROCEEDINGS

REPORTS OF OFFICERS OF THE BOARD

Prior to the presentation of his formal report, Dr. Browne made a few brief statements on the budget hearing before the House Appropriations Committee and also read a letter that Mr. Stipes had written Chairman Jenkins of the House Appropriations Committee thanking him for the splendid treatment received at the hands of his Committee.

Chairman Walker expressed appreciation to Mr. Stipes and Dr. Browne for their work in connection with the appropriation bill. Chairman Walker stated that the effective work that the Board did last Fall in the preparation of the budgets is now paying dividends.

Dr. Browne then presented his Report No. 18 as Executive Officer and Educational Coordinator together with Supplement which consisted of two parts; namely Part One, Academic Freedom in the Teachers Colleges together with Appendix, and Part Two. Pending and Proposed Legislation.

Chairman Walker thanked Dr. Browne for his excellent report on academic freedom and was sure the other members, as well as himself, read it with a good deal of interest.

Mr. Lanphier, as Financial Coordinator, reported on a visit he had had from representatives of the Long Elevator & Machine Company of Springfield relative to the bid the Board had accepted at the last meeting on the elevator equipment for Fell Hall. They, the Long Company, were protesting inasmuch as the bid they submitted was the low bid and they were under the impression that the low bid had to be accepted. However, Mr. Lanphier stated he explained to them that the Board had the right to reject any and all bids.

It was hoped by all concerned that even though the Long Company were protesting and had threatened court action that nothing would interfere with the construction progress of this building inasmuch as the Board had acted within its legal rights and that at the time of the acceptance of this particular bid the Board had taken into consideration the long-range cost which it felt had strong bearing on the digression from the general practice of the Board in accepting the low bid.

REPORT OF SALARY SCHEDULE COMMITTEE

In the absence of Mr. Schriver, Chairman of the Salary Schedule Committee, Chairman Walker reported that the Committee had met May 17 and that everything seemed to be in order with the exception of two of the schools which wished to move some

TEACHERS COLLEGE BOARD

of their teachers into Block A who lacked the academic qualifications for their rank. It was the opinion of the Committee that this should not be done inasmuch as it was not in keeping with the policies already on record with the Board. The Committee also met with the Presidents and gave them a chance to speak to the matters under discussion.

Following this report Mr. Stipes moved that any public discussion of money or other policy matters are to come only from the Chairman of the Board, the Chairman of the Finance Committee, or the Central Office. The motion was seconded by Dr. Reavis and unanimously carried.

Mr. Stipes next moved that the Finance Committee be empowered to get bids on insurance covering the self-liquidating property on the several campuses with no implication that we will purchase it. The motion was seconded by Mr. Hollingsworth and unanimously carried.

QUARTERLY REPORTS OF PRESIDENTS

Instructions were given at the last Board meeting wherein the salary recommendations for all personnel at the four colleges were referred back to the respective schools for further study and reductions in certain areas and revised reports were to be submitted at this meeting.

Dr. Buzzard presented his revised report on Eastern and requested that under the heading P. Summer School, 1953, the following corrections be made:

On page 291 the July salary for Lawson F. Marcy should be 680, and the July salary for Melvin O. Foreman should be 660;

On page 292 the June and July salaries for James G. Eberhardt should be 510 and 530 respectively;

On pages 292 and 293 the July salary for Lester VanDeventer should be 570, and the August salary for Maynard O'Briens should be 285;

On page 294 under the heading Other Employees the 53-54 salary for Cleo M. Thompson should read 2160.

Dr. Buzzard also presented addenda to items IX. MISCELLANEOUS and X. SUMMARY in his formal report.

Following some discussion Mr. Stipes moved that Eastern's report and addenda be approved as corrected, subject to the acceptance by the Board of the union agreement pertaining to nonacademic salaries, and that the Advisory Committee be empowered to act on the items in the addenda, with the exception

PROCEEDINGS

of No. 4 of item E. in the addenda. The motion was seconded by Mr. Summers, the roll was called, and the vote was as follows:

Mr. Dunbar	Absent	Mr. Ropp	Aye
Mr. Fredenhagen	Aye	Mr. Schriver	Absent
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Nickell	Aye	Mr. Summers	Aye
Dr. Reavis	Aye	Mr. Walker	Aye
	Mr. Watson	Aye	

The motion was unanimously carried.

Chairman Walker expressed, as did Mr. Stipes and others, compliments to Dr. Buzzard on the confidential report on Eastern by the North Central Association of Colleges and Secondary Schools.

Dr. Beu presented his revised report on Western and requested that under the heading Transportation on page 361 the Salary 1953-54 for Willard W. Beal should read 3,360.00; On page 361 under the heading Food Service the Salary 1953-54 for Edna Burton and Mary Ferne Vradenberg should read 2,640.00 and 1,860.00 respectively.

Following but little discussion Mr. Stipes moved that Western's report be approved as corrected. The motion was seconded by Mr. Ropp, the roll was called and the vote was as follows:

Mr. Dunbar	Absent	Mr. Ropp	Aye
Mr. Fredenhagen	Aye	Mr. Schriver	Absent
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Nickell	Aye	Mr. Summers	Aye
Dr. Reavis	Aye	Mr. Walker	Aye
i	Mr. Watson	Aye	

The motion was unanimously carried.

Dr. Fairchild presented his revised report on Normal and requested that the following corrections be made:

On page 302 under the sub-heading 1. Resignations the names of Harlan Farnsworth and Charlotte Ives should be added, and immediately following another sub-heading should be listed as:

1a. Death

- a. Edna Norskog, Assistant Professor of Mathematics, died May 14, 1953.

On page 302 under the sub-heading 2. Leaves of Absence the names of Augusta Gienapp, Herbert R. Hiatt, and Edna Norskog

TEACHERS COLLEGE BOARD

should be stricken from this report;

On page 304 under the sub-heading 6. New Appointments (Replacements) the words "temporarily away for the remainder of the current semester due to illness," should be stricken and the word "deceased" should be inserted in lieu thereof in paragraph c.

On page 306 under the sub-heading i. Summer Session Faculty, 1953, the July, August, and Total Summer Session salary for Clarence L. Cross should read 640.00, 480.00, and 1278.75 respectively.

On page 310 under the sub-heading Library Staff the July, August, and Total Summer Session salary for Eleanor W. Welch should read 640.00, 480.00, and 1278.75 respectively.

On pages 311 and 312 under the sub-heading 9. Faculty for the Academic Year, 1953-1954, the Salary 1953-1954 for Esther French should read 6930Sp, the Salary 1953-1954 for C. L. Cross should read 5760.00 and the words '"A" Block' immediately following the department name should be deleted, the Salary 1953-1954 for Esther M. Griffith should read 2970.00 and the words '"A" Block' should be inserted immediately following the department name;

On page 315 the name of Edna Norskog should be deleted;

On page 316 the Salary 1953-1954 for Charles Porter should read (4500.00Sp.), for Eleanor W. Welch the Salary 1953-1954 should read 5760.00, for Augusta Gienapp the Salary 1953-1954 should read 4320.00, and the last position page 317 should be deleted;

On page 318 the Salary 1953-1954 for H. J. Hancock should read 7680.00;

On page 321 under the sub-heading 2. Resignations, another item should be added as:

j. Mrs. Louise Sanders, Nurse, effective August 31, 1953;

On page 330 under the sub-heading 10. Classified Employees for 1953-1954, the 1952-1953 Annual Salary and the 1953-1954 Annual Salary for Harriet Vissering should read 2500.00 and 2700.00 respectively;

On page 331 under the sub-heading 9. New Appointments (Replacements), item j. should be deleted;

On page 334 under the heading X. SUMMARY the names of Harlan Farnsworth and Charlotte Ives should be added to item l.; in

PROCEEDINGS

item 2. of this same page the names of Miss August Gienapp and Miss Edna Norskog should be stricken;

On page 335 the name of Leonard M. Wrice in item 19. should be deleted.

Following some discussion Mr. Stipes moved that the report of Normal be approved as corrected. The motion was seconded by Mr. Hollingsworth, the roll was called and the vote was as follows:

Mr. Dunbar	Absent	Mr. Ropp	Aye
Mr. Fredenhagen	Aye	Mr. Schriver	Absent
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Nickell	Aye	Mr. Summers	Aye
Dr. Reavis	Aye	Mr. Walker	Aye
	Mr. Watson	Aye	

The motion was unanimously carried.

Dr. Fairchild also presented a Supplement in which were listed four items of automotive equipment and the elm tree spraying.

Following considerable discussion Mr. Nickell moved that the Supplement be referred to the Advisory Committee with power to act within the financial limits as outlined. The motion was seconded by Mr. Stipes, the roll was called and the vote was as follows:

Mr. Dunbar	Absent	Mr. Ropp	Aye
Mr. Fredenhagen	Aye	Mr. Schriver	Absent
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Nickell	Aye	Mr. Summers	Aye
Dr. Reavis	Aye	Mr. Walker	Aye
	Mr. Watson	Aye	

The motion was unanimously carried.

Mr. Ensign advised that at the request of Mr. Stipes he wrote to the Chris Paschen Maintenance Company of Chicago asking that they send someone down to look over the building and give an estimate as to what it might cost to have the buildings tuck-pointed and put in shape. The estimate received amounted to approximately \$21,000.00. There is money available for this work in the Contractual Service appropriation.

Following some discussion Mr. Stipes moved that the matter of tuckpointing be referred to the Advisory Committee with power to act. The motion was seconded by Mr. Ropp, the roll was called, and the vote was as follows:

TEACHERS COLLEGE BOARD

Mr. Dunbar	Absent	Mr. Ropp	Aye
Mr. Fredenhagen	Aye	Mr. Schriver	Absent
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Nickell	Aye	Mr. Summers	Aye
Dr. Reavis	Aye	Mr. Walker	Aye
	Mr. Watson	Aye	

The motion was unanimously carried.

It was suggested that Mr. Anderson also contact the Paschen Company and have them come out to Northern and give an estimate on tuckpointing several buildings, and also get estimates on the roof repairs on the men's gym, for installing two toilets in the Health Office in the Main Building, and make arrangements to take the bleachers out of the women's gym. Mr. Anderson was instructed to discuss these matters with the Advisory Committee for Northern and report back at the next Board meeting.

Dr. Holmes presented his revised report on Northern and requested that the following corrections be made:

On page 376 the Salary Rate 1953-1954 for Paul Harrison should read 5760;

On page 377 the Salary Rate 1953-1954 for Mary Jane Seed should read 5130;

On page 384 the July, August, and Total salary for Paul Harrison should read 640, 640, and 1920 respectively.

On pages 404 and 405 there are listed requests for the expenditure of available funds which were discussed in some detail, following which Mr. Nickell moved the approval of items 1, 2, and 3 as presented in this report. The motion was seconded by Mr. Hollingsworth, the roll was called, and the vote was as follows:

Mr. Dunbar	Absent	Mr. Ropp	Aye
Mr. Fredenhagen	Aye	Mr. Schriver	Absent
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Nickell	Aye	Mr. Summers	Aye
Dr. Reavis	Aye	Mr. Walker	Aye
	Mr. Watson	Aye	

The motion was unanimously carried.

Following some discussion Mr. Hollingsworth moved the approval of item 4a on page 405 for the allocating of \$40,000.00 from Educational Operations - Contingent to Personal Services. The motion was seconded by Mr. Stipes, the roll was called and

PROCEEDINGS

the vote was as follows:

Mr. Dunbar	Absent	Mr. Ropp	Aye
Mr. Fredenhagen	Aye	Mr. Schriver	Absent
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Nickell	Aye	Mr. Summers	Aye
Dr. Reavis	Aye	Mr. Walker	Aye
	Mr. Watson	Aye	

The motion was unanimously carried.

Following more discussion Mr. Nickell moved the approval of item 4b on page 405 for the allocating of \$1,500.00 from Educational Operations - Contingent to Travel. The motion was seconded by Mr. Hollingsworth, the roll was called and the vote was as follows:

Mr. Dunbar	Absent	Mr. Ropp	Aye
Mr. Fredenhagen	Aye	Mr. Schriver	Absent
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Nickell	Aye	Mr. Summers	Aye
Dr. Reavis	Aye	Mr. Walker	Aye
	Mr. Watson	Aye	

The motion was unanimously carried.

Following still more discussion Mr. Nickell moved the approval of item 4c and 4d on page 405 for the allocating of \$4,500.00 from Educational Operations - Contingent to Equipment for the purchases listed. The motion was seconded by Mr. Hollingsworth, the roll was called and the vote was as follows:

Mr. Dunbar	Absent	Mr. Ropp	Aye
Mr. Fredenhagen	Aye	Mr. Schriver	Absent
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Nickell	Aye	Mr. Summers	Aye
Dr. Reavis	Aye	Mr. Walker	Aye
	Mr. Watson	Aye	

The motion was unanimously carried.

Dr. Reavis moved the approval of the entire report of Northernas corrected. The motion was seconded by Mr. Hollingsworth, the roll was called and the vote was as follows:

Mr. Dunbar	Absent	Mr. Ropp	Aye
Mr. Fredenhagen	Aye	Mr. Schriver	Absent
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Nickell	Aye	Mr. Summers	Aye
Dr. Reavis	Aye	Mr. Walker	Aye
	Mr. Watson	Aye	

TEACHERS COLLEGE BOARD

The motion was unanimously carried.

NEW BUSINESS

A Board member brought to the attention of the Board a situation which might indicate a violation by Miss Gertrude Hendrix, of Eastern, of the Board resolution concerning her status adopted June 6, 1949. It was moved by Mr. Hollingsworth and seconded by Mr. Stipes that this possible violation be investigated by the Faculty Personnel Committee and the Committee of Fifteen at Eastern and that Miss Hendrix's appointment for the school year 1953-54 be withheld until the Board has acted on the report of Eastern's Faculty Personnel Committee and the Committee of Fifteen.

The motion was unanimously carried.

Mr. Robert Hartz and Mr. Robert Watson of the University Civil Service System were present at the afternoon session and presented a revised agreement between the Teachers College Board and the Illinois State Employees Council.

Following the Board's examination of the proposed agreement Mr. Stipes moved that the Board adopt this agreement dated May 18, 1953, between the Teachers College Board and the Illinois State Employees Council for all colleges under the jurisdiction of this Board. The motion was seconded by Mr. Watson, the roll was called and the vote was as follows:

Mr. Dunbar	Absent	Mr. Ropp	Aye
Mr. Fredenhagen	Aye	Mr. Schriver	Absent
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Nickell	Aye	Mr. Summers	Aye
Dr. Reavis	Aye	Mr. Walker	Aye
	Mr. Watson	Aye	

The motion was unanimously carried.

Mr. Hartz also presented a list of classifications together with present and proposed salary rates at each school.

Following some discussion Mr. Hollingsworth moved that we approve these classifications and rates in line with the policy already established. The motion was seconded by Mr. Summers, the roll was called and the vote was as follows:

Mr. Dunbar	Absent	Mr. Ropp	Aye
Mr. Fredenhagen	Aye	Mr. Schriver	Absent
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Nickell	Aye	Mr. Summers	Aye
Dr. Reavis	Aye	Mr. Walker	Aye
	Mr. Watson	Aye	

PROCEEDINGS

The motion was unanimously carried.

Mr. Hartz next presented the proposed agreement between the Teachers College Board and the International Union of Operating Engineers.

Following some discussion Mr. Summers moved that we approve this agreement dated May 18, 1953, between the Teachers College Board and the International Union of Operating Engineers. The motion was seconded by Mr. Nickell, the roll was called and the vote was as follows:

Mr. Dunbar	Absent	Mr. Ropp	Aye
Mr. Fredenhagen	Aye	Mr. Schriver	Absent
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Nickell	Aye	Mr. Summers	Aye
Dr. Reavis	Aye	Mr. Walker	Aye
	Mr. Watson	Aye	

The motion was unanimously carried.

Also present at the afternoon meeting was Mr. John Shields of Barcus, Kindred & Company who presented a preliminary financial report on the proposed new Women's Residence Hall at Northern Illinois State Teachers College.

Following much discussion relating to self-liquidating projects at the various schools, Mr. Stipes moved that the Board go on record as favoring self-liquidating dormitories at Northern and Normal and self-liquidating Student Union buildings at Northern and Normal, and that satisfactory arrangements be worked out with the bonding Company and the schools affected, and that a special committee of the Board be appointed to meet with the affected school authorities and the bonding Company to gather all necessary information including bond bids. The motion was seconded by Mr. Summers, the roll was called and the vote was as follows:

Mr. Dunbar	Absent	Mr. Ropp	Aye
Mr. Fredenhagen	Aye	Mr. Schriver	Absent
Mr. Hollingsworth	Aye	Mr. Stipes	Aye
Mr. Nickell	Aye	Mr. Summers	Aye
Dr. Reavis	Aye	Mr. Walker	Aye
	Mr. Watson	Aye	

The motion was unanimously carried.

The Chairman appointed the following members to serve on the special committee aforementioned: Mr. Summers, Chairman, Mr. Stipes, and Mr. Hollingsworth.

TEACHERS COLLEGE BOARD

There being no further business before the Board Mr. Stipes moved that the meeting stand adjourned until July 20, 1953, at Western Illinois State College, Macomb, Illinois. The motion was seconded by Mr. Ropp and unanimously carried.

LEWIS M. WALKER, Chairman

CHAS. G. LANPHIER, Secretary

